

Town of Waltham
2053 Maple Street
Waltham, VT 05491

Selectboard Minutes 5-1-2023

Members Present: Andrew Martin, Brent Newton, Chair and Rhonda Williams

Others Present: Chris LaPete, Linda Devino, Cookie Steponaitis, Jeff Glassberg, Amanda Bodell and Steven True

Brent Newton called the meeting to order at 7:01pm.

Chris LaPete reported on his culvert progress. He told the board what needed to be completed on Route 66 and the fact that the upgrades need to be completed by June 30, 2023. Speed limit signs were again discussed.

Amanda Bodell was in to speak to the board about the condition of Sunset View Cemetery. She said they had inspected the cemetery and found 2 trees have fallen over the winter. One is completely uprooted and has caused a small amount of damage to a headstone. The other being an evergreen that has split in two and will need to be removed. Both are at the very back of the lot but will need to be removed with the utmost of care. She will get some estimates and report back to the Selectboard.

Jeff Glassberg introduced Steven True to the Board. He said the DRB/PC interviewed Steven and strongly recommends him as the new Zoning Administrator. Steven explained his interest in the position, how he is interested in land development and the fact that he has many mentors for advice. Jeff gave the Selectboard a Zoning Administrators job description. He told Steven the previous ZA was in the office 2 hours per week with minimal work done remotely. Steven thought 8-12 hours a week with remote work. Jeff suggested a cap on hours to fit in our budget. Steven said he would like \$28 per hour. Jeff suggested an Assistant Zoning Administrator be appointed to cover when the Zoning Administrator is not available. Andrew moved to hire/appoint Steven True as Waltham's Zoning Administrator for three years. Rhonda 2nd and the vote was unanimous in favor. Brent moved to appoint Cookie Steponaitis as the Assistant Zoning Administrator. Andrew 2nd and the vote was unanimous in favor.

Jeff then asked to address the Selectboard with some DRB/PC information. He explained about the Municipal Energy Resilience Program and asked the Selectboard to approve his applying for the \$4000.00 Grant. Rhonda moved and Brent 2nd to appoint Jeff Glassberg as a municipal representative with the authority to apply for the MERP Community Capacity Grant, worth \$4000 for the purposes of informing the town residents of the energy resilience programs available to them. The Waltham Selectboard unanimously agreed to the appointment.

April minutes were reviewed. Rhonda noted some inconsistencies'. The April minutes will be reviewed again at next month's meeting.

The Parking ordinance for RT 66 and The Culvert policy changes were incomplete and will be discussed at next month's meeting.

The proposal for auditing from Telling and Telling was reviewed. The Selectboard will review it and act next month.

The annual Local Emergency Management Municipal Action Plan was reviewed and signed for submission to Addison County Regional Planning Commission.

The annual Town Scholarship was discussed. Because of his relationship to one of the applicants Brent recused himself from choosing. After a brief discussion Rhonda made a motion to whom the scholarship should be awarded to. Andrew 2nd and the vote was unanimous in favor.

Alyth Hescok of Real Capital Consulting has agreed to put Waltham on his schedule for a town wide reappraisal. Once the Grand list is completed for this year he will review it and give us an estimate of cost and time.

Cookie updated the Selectboard on the status of the E 911 updates. It was agreed to warn the potential changes for the June meeting.

Cookie explained her math and thoughts for digitization of our land records. Andrew moved Brent 2nd to approve the \$10,000 of ARPA funds for this process and the vote was unanimous in favor.

The financials were reviewed. Linda suggested adding an additional signer to all accounts as Don Ross is no longer on the Selectboard. Andrew moved to add Brent as a signer on all accounts. Rhonda 2nd and the vote was unanimous in favor.

The pay orders for April were reviewed. Andrew moved to pay the amount of \$13,951.87. Brent 2nd and the amount was unanimously approved.

Discussion about renovations needed/upcoming to our building began. Also discussed was determining our actual property lines before the renovations begin.

With there being no other business to discuss, the meeting was unanimously adjourned at 8:40pm.

Respectfully submitted,

Linda Devino

Clerk / Treasurer