

TOWN OF WAITSFIELD

SELECTBOARD MEETING
Monday, May 20, 2019, 6:30 P.M.
Waitsfield Town Office

Agenda

Selectboard Members

Paul Hartshorn, Chair
Sal Spinosa, V. Chair
Kellee Mazer
Darryl Forrest
Jon Jamieson

All times are approximate.

Changes in the items and order of the agenda may occur.

Town Clerk/Asst. Treasurer

Jennifer Peterson

Town Treasurer/ Asst. Clerk

Sandra Gallup

Town Administrator

Trevor Lashua

Planning & Zoning Administrator/E-911 Coordinator

Christopher Damiani

Road Foreman

Rodney Jones

Fire Chief

Adam Cook

Waitsfield Town Office

4144 Main Street
Waitsfield, VT 05673
(802) 496-2218
www.waitsfieldvt.us

I. Call to Order: 6:30 P.M.

II. Regular Business.

1. Agenda additions, removals, or adjustments per 1 V.S.A. § 312 (d) (3) (A). (5 +/- min.)
2. Public forum. (5 +/- min.)
3. Consider a Public Festival Permit Application for the Mad River Marathon and Related Events (the concert and kids races). (15 +/- min.)
4. Per Request: Bryan Fleisher re Harwood Union Unified School District Concerns. (15 +/- min.)
5. Discuss Draft Tax Stabilization Policy. (25 +/- min.)
6. Local Option Tax MOU Committee – Update and Discussion. (20 +/- min.)
7. Consider Authorization of Dog License Penalty for Unlicensed Dogs. (5 +/- min.)
8. Discuss Regular Communication with Boards/Committees/Commissions. (15 +/- min.)
9. Consider Setting FY19 Evaluation and FY20 Pay Pool. (10 +/- min.)
10. Bills payable and Treasurer's warrants. (5 +/- min.)
11. Minutes of 05/06/19. (5 +/- min.)
12. Selectboard roundtable. (10 +/- min.)
13. Town Administrator's report. (5 +/- min.)

III. Other Business.

1. Correspondence/reports received.

IV. Executive session – *Executive session is not anticipated, and will be conducted in accordance with 1 V.S.A. § 313 if the need arises.*

IV. Adjourn.

Waitsfield Town Administrator's Report

May 20, 2019

II. REGULAR BUSINESS.

Item II.3. Consider a Public Festival Permit Application for the Mad River Marathon and Related Events (the concert and kids races).

Dori Ingalls and Ian Sweet will be in attendance to discuss the application for the Mad Marathon and related events. Festivities begin on Friday, 5/5 (the concert at Mad River Green), and extend through the marathon itself on Sunday, 7/7. The marathon was yet again named as one of *Runner's World* magazine's 10 "Bucket List" events (along with marathons in Rome, Hawaii, and along the Great Wall of China...). The festival permit application includes the kids race events, such as the Mad Mile, which will be held on school grounds (and use a small section of the sidewalk near them) this year.

The enclosed application includes more detail on the events and marathon course.

Recommendation:

Consider a motion to approve the public event permit application for the Mad River Marathon and related events, beginning on Friday July 5th and extending through Sunday July 7th.

Item II.4. Per Request: Bryan Fleisher re Harwood Union Unified School District Concerns.

The Selectboard's adopted rules of procedure allow interested individuals or groups to request time on a regular meeting agenda. Bryan Fleisher has requested time to discuss matters related to Harwood Union Unified School District; Mr. Fleisher has scheduled (and already appeared) in other towns in the Valley.

Christine Sullivan, one of Waitsfield's representatives to the unified school district board, may also attend.

Recommendation:

Formal action is not anticipated.

Item II.5. Discuss Draft Tax Stabilization Policy.

Discussion regarding a tax stabilization policy began earlier in the calendar year. Staff can walk through the draft – which should also provide a framework from which the Board can begin its discussion.

Enclosed items include:

- a. A cover memo with additional detail on the draft policy.
- b. The draft policy.
- c. A draft stabilization agreement application.
- d. State statute (24 V.S.A. § 2741) re tax stabilization.

Recommendation:

Formal action is not anticipated; guidance on whether or not to amend the policy or discuss further would be appreciated.

Item II.6. Local Option Tax MOU Committee – Update and Discussion.

The LOT MOU Committee held its first meeting on 5/13. This is intended as a general overview of that meeting and a chance to discuss the process and product more generally. The Board may want to consider whether or not to make this a standing agenda item for the duration of the committee's work.

Recommendation:

Formal action is not anticipated.

Item II.7. Consider Authorization of Dog License Penalty for Unlicensed Dogs.

The Board is asked annually by the Town Clerk to levy an additional \$25 penalty on dog owners whose “best friends” remain unlicensed. Dog licenses for 2019 were due on or before 4/1 (no fooling). The \$25 penalty will need to be paid for an owner to obtain a dog license.

The Board has approved the penalty each year; a copy of the enclosed memo is sent to the owners of unlicensed dogs.

Recommendation:

Consider a motion to levy the \$25 dog licensure penalty as allowed in the Town of Waitsfield's dog ordinance and State law.

Item II.8. Discuss Regular Communication with Boards/Committees/Commissions.

Improving and increasing communication and connection with the Town's boards, committees, and commissions has been raised at different points during the past six months or so.

Staff provided one potential framework in the Board's 2/25 meeting packet: “Recognizing that there is interest in more regular connection and communication with boards, committees, and commissions, one recommendation is to schedule representatives of one or more of the groups to attend the first Selectboard meeting of each month. If implemented, for example, the Selectboard would be scheduling at least two opportunities (each) to connect with the Planning Commission, Development Review Board, Conservation Commission, Tree Board, Water Commission, and the Town's representatives to the Mad River Valley Planning District and Central Vermont Regional Planning Commission. Staff can create a draft schedule if there is further interest in the idea.”

Recommendation:

Formal action is not required, though the Board should determine whether or not it wants to implement the practices listed or otherwise discussed.

Item II.9. Consider Setting FY19 Evaluation and FY20 Pay Pool.

The enclosed memo includes detail on how potential pay adjustments are determined, along with a (small) amount of history on the system itself. In short, the Board asked for an evaluation and pay adjustment system last spring that tied pay adjustments to performance and provided equitable annual pay adjustments.

There is one proposed change – the elimination of the “bonus” pool. The amount of award is too small to truly incentivize employees, exceptional employees would actually earn less with the bonus pool in place than they would without it, and eliminating the pool simplifies the system.

Recommendation:

Consider a motion to establish the FY19 evaluation and FY20 salary adjustment pool as shown on the enclosed table.

Item II.10. Bills payable and Treasurer's warrants.

Recommendation:

Approval and signature, where appropriate.

Item II.11. Minutes of 5/6.

The draft minutes for the 5/6 meeting are enclosed.

Recommendation:

Consider a motion to approve as presented and/or with any corrections or additions.

III. OTHER BUSINESS

Item III.1. Correspondence/Documents/Reports received.

- a. Email from Fred Gilbert announcing his resignation from the Waitsfield Planning Commission. The vacancy has been posted to the website; an appointment would be for the remainder of a four-year term expiring in March 2021.

Town Administrator's Report (II.13; out-of-sequence)

a. AxisGIS contract and project.

The contract for the AxisGIS project (web-based access to an array of maps and related features; proposed by the listers in spring 2018 and incorporated in to the FY20 budget) has been signed. A project timeline is being developed. The window from start to a "live" online service is 90 days.

b. Class 4 Road Policy.

The first draft of a revised Class 4 Road Policy will be available for review and discussion 6/10. Updating the policy was selected as this summer's Class 4 road project (rather than a reclassification discussion).

c. Selectboard goals and priorities session – June 10th.

The annual goals and priorities session is scheduled for the 6/10 meeting. Staff will prepare a memo (similar to last year's) listing the policies, plans, projects, and tasks for review prior to the meeting.

d. Port-o-lets at Lareau Swim Hole and behind the Bridge Street businesses.

The port-o-lets will be placed on Wednesday (5/22) in both locations. The Board agreed last year to take responsibility for the Bridge Street unit after reimbursing the rental cost in prior years.

e. Final School Payments and Transfers to Reserves (capital and non-capital).

The final two payments to be made to the Harwood Unified Union School District will be included in the warrants for the 5/22 meeting. Once those payments are made, the treasurer will make the general fund transfer to capital and non-capital (restroom/recreation/conservation reserve, reappraisal reserve, etc.) reserves. There are no anticipated barriers to making the transfers as scheduled. Transfers to reserves have happened in June (the end of the Town's fiscal year).

Upcoming Potential Agenda Items

Potential agenda items include:

- Potential Fayston contribution towards fire protection expenses (general discussion).
- Draft Tax Stabilization Policy.

- Class 4 Road Policy Update (April/May).
- Temporary/Campaign Signs Policy.
- Town/School Solar Agreement Amendment (to change the method of billing for efficiency, reliability).

Respectfully submitted,

Trevor Lashua, Town Administrator



Town of Waitsfield
Application for Public Festival Permit

May 14, 2019

Town of Waitsfield

Application for Public Festival Permit

Instructions: This application must be received at the Town Office at least 30 days prior to the commencement date of the festival. Applications are reviewed and permits issued by the Selectboard. The application fee must be paid upon submission of the application, unless the festival is conducted solely for charitable or non-profit purpose and the applicant is seeking a waiver of the fee from the Selectboard.

- 1) Name of Festival: Mad Marathon, Mad Half & Relays
- 2) Date(s) of Festival: July 7, 2019 / July 5, 2019 Concert in the Mad River Green (6-9PM) / July 6, 2016 Kids Fun Run (6 -8 PM) Mad Mile (Time TBD)
Request Set up on Mad River Green at 2:00PM
- 3) Location of Festival: Mad River Green & 26.2 mile road course (see attached #11)
- 4) Hours of Festival: 5:30AM to 6:00PM
- 5) Sponsor of Festival: Mad Marathon
- Address: P.O. Box 28
Waitsfield, Vermont 05673
- Phone #: (802) 363-9863 e-mail: dori@madmarathon.com

- 6) Please provide names of principal individuals responsible for the festival:

<u>Dori Ingalls</u> Name <u>(802) 363-9863</u> Phone <u>P.O. Box 28</u> Address <u>Waitsfield, Vermont 05673</u>	<u>Ian Sweet</u> Name <u>(802) 363-1712</u> Phone <u>P.O. Box 28</u> Address <u>Waitsfield, Vermont 05673</u>
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- 7) Owner of premises where festival is to take place. If sponsor is not the owner, the owner's written consent must be submitted with the application.

<u>Crosspoint Associates, Jonathan Hueber</u> Owner <u>(508) 655-0505</u> Phone	<u>217 West Central Street</u> Address <u>Natick, MA 01760</u>
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- 8) A. Number of tickets to be printed, if applicable: NA
- B. Number of persons reasonably expected to attend: 1,750
- C. Fee: \$25 for each 250 persons expected to attend: \$ \$175.00

D. If festival is charitable or non-profit, are you requesting a fee waiver? NO
Town of Waitsfield, Application for Public Festival Permit, Page 2

- 9) Specific arrangements proposed to be made for off-street parking, sanitation facilities, traffic control, security, crowd/noise control, food & beverage service, if any.
ATTACH SEPARATE SHEET IF NEEDED:

SEE ATTACHED

- 10) Summary of advertising and sign material including scope, general description and estimated budget therefore. ATTACH SEPARATE SHEET IF NEEDED:

SEE ATTACHED

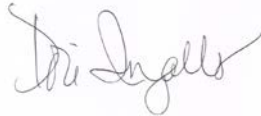
- 11) General nature of the festival, persons scheduled to appear, and description of program. ATTACH SEPARATE SHEET IF NEEDED:

SEE ATTACHED

- 12) If food and beverage are to be provided, indicate name and address of provider(s).
ATTACH SEPARATE SHEET IF NEEDED:

SEE ATTACHED

- 13) I hereby represent that to the best of my knowledge the information provided in this application is true and correct:



Signature

Dori Ingalls May 14, 2019
Printed Name of Applicant Date

Disposition of application – For Town Use Only

Denied: _____ Granted: _____ Date of Selectboard Action: _____

Conditions:

By: Waitsfield Selectboard

Town of Waitsfield

Application for Public Festival Permit- Mad Marathon ATTACHMENT

9) Specific arrangements proposed to be made for off-street parking, sanitation facilities, traffic control, security, crowd/noise control, food & beverage service.

The race start/finish is in the Mad River Green, host to the Farmer's Market on Saturdays during the summer months. Sufficient parking is available for the Mad Marathon since Sunday is a low traffic day.

Portable toilets will be set at the race start/finish and at key locations on the route.

Twenty-one aid stations will be set on the route providing water and fluid replacement drinks and offering assistance as needed.

A medical tent with personnel and emergency equipment will set up at the race finish area.

Traffic control officers will be consulted and hired to manage traffic detail race day. Course marshals and flaggers will be coordinated according to traffic regulations and recommendations. Traffic control and security officers will coordinate with all race officials.

Marathon participants welcome crowd encouragement throughout the course and especially on the Finish Line. However, the course marshals and security officers will be alert to any possible adverse situations.

Food and beverage service is detailed in Item #12.

10) Summary of advertising and sign material including scope, general description and estimated budget therefore.

The Mad Marathon advertising and media campaign is extensive.

Locally we will promote the event on MadTV12 with a 30 second commercial, along with advertising and press releases throughout the year in the Valley Reporter, Burlington Free Press, Times Argus and other Vermont newspapers along with Sport Publications. In addition, the Mad Marathon will be hanging banners and posters throughout the Valley and in Vermont sport agencies and shops.

The regional and national markets will also be pursued. We are promoting the Mad Marathon as "The World's Most Beautiful Marathon"TM. It is our intention to reach travel and sport markets with press releases promoting our unique race and the magical lure of sport in Vermont. Promotions will be ongoing in New England, New York, nation wide and through our website and social networks, world-wide.

We were honored as a Vermont Chamber of Commerce Top Ten Summer Event last year which added to our exposure. Additionally, we have been chosen by Runners World Magazine on their Bucket List as a Top Ten Destination Marathon 2018 and again 2019. This award was given to four US Marathons, ours, Kauai, Hawaii; Missoula, Montana and Anchorage, Alaska. The remaining six on the list are Paris, Rome, Sydney, Norway, Stockholm and China.

Link to 2019 article:

<https://www.runnersworld.com/races-places/a25800170/bucket-list-races-for-new-year/>

Advertising Summary - 2019

<u>PUBLICATION</u>	<u>FORMAT</u>	<u>SCHEDULE</u>
Runner's World	Calendar/Article	10/18 to 7/19
Active Network	Instant Ads	12/18 to 7/19
Marathon Maniacs	Banner/Article/Series	10/18 to 7/19
Event Hui	Gold/Banner ADS	Ongoing
CrowdRise	Fundraising Web/article	Ongoing
Sugarbush Magazine	One third page	Ongoing
Half Fanatics	Banner/Article/Series	9/18 to 7/19
Marathon Guide	Calendar/ Banner	9/18 to 7/19
USA Running	Calendar	9/18 to 7/19
Half Marathon Guide	Calendar	9/18 to 7/19
Competitor Group	Calendar	9/18 to 7/19
Race Raves	Calendar	11/18 to 7/19
Double Promotion	Palm Beach Marathon	5/19 to 7/19
World Running Clubs	Calendar/Email blasts	Ongoing
Social Media	Facebook/Twitter	Ongoing
Press Releases	Local/Vermont	1/19 to 7/19

11) **General nature of the festival, persons scheduled to appear and description of program.**

A full and half marathon winding through 26.2 miles of dirt and back roads in the Mad River Valley. A course detail follow:

Mad Marathon Route

Location	Miles
Slow Road Start	0.0
Slow Road RT100 to Bridge Street	0.6
East Warren Road/Junction Joslin	1.0
Joslin/North Road	2.2
North Road/Meadow Rd	4.5
North Rd Turnaround 1.3m	5.8
NR Meadow/Common Road/East Road	9.4
Common/East Warren Rd	12.1
East Warren/Roxbury Mtn	15.5
Roxbury Mtn/Senor Rd	16.1
Senor/Fuller Hill	17.4
Fuller Hill/Plunkton	17.9
Plunkton/Brook Rd	18.7
Brook.East Warren Rd	19.3
East Warren/Common	22.7
EWR - Common/Round Barn	23.6
EWR – Round Barn/Joslin	24.9
ERW – Joslin To Rt 100	25.3
Rt 100 –Finish	26.2

Road Usage

Roads	Distances	Totals
Rt 100	0.6 + 0.6	1.2
Bridge Street	0.1 + 0.1	0.2
East Warren Rd	0.3 + 3.4 + 5.9	9.3
Joslin Hill Road	1.2	1.2
North Road	2.3 + 1.3 + 1.3 + 2.3	7.2
Meadow Road	0.2+0.2	0.4
East Road	0.05+0.05	0.1
Common Rd	2.7	2.7
Roxbury Mt Rd	0.6	0.6
Senor Rd	1.3	1.3
Fuller Rd	0.5	0.5
Plunkton Rd	0.8	0.8
Brook Rd	0.6	0.6
Slow Rd Loop	0.3	0.3
Total	26.2	26.2

The Mad Half will be an out and back loop race with a turn-around at 6.55 miles on North Road. The start and finish of both races will be at Mad River Green in Waitsfield Village with less than a mile on Route 100 in both directions. This Sunday morning event promises to again lure a crowd from the local community along with visitors and support groups.

Economic impact on the Mad River Valley:

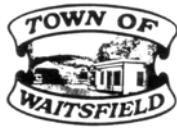
Based on a field of 1,200 runners, the economic impact on the Mad River Valley will be considerable. Data published in the most recent Vermont Department of Tourism & Marketing study reports the average overnight visitor spends \$239.00 per day on lodging, shopping, recreation, food and beverage. A party of two spends \$339.00 per day. The typical marathoner will spend 3.5 days on location with a family member or \$1,186.50. Therefore, if 85% of the field for the race are overnight visitors to the Valley, that would total \$1,210,230.00. Day visitors to the Valley as athletes, spectators and support teams will spend an average of \$42.00 per day, therefore raising the total impact.

12) If food and beverage are to be provided, indicate name and address of providers.

Generally, a marathon will host a pasta/carbo dinner the night before the race. However, the Mad Marathon will again be organizing the MAD CARBO with local restaurants hosting smaller private parties through out the Valley.

At the Race Finish, water, fluid replacement drinks, sport bars, donuts, bagels, chips and fruit will be available for athletes. Donuts and cider provided by Cold Hollow Cider Mill, 3600 Waterbury Stowe Road, Waterbury Center, Vermont 05677

Ice cream from Lake Champlain Chocolates, 750 Pine Street, Burlington, Vermont 05401



TOWN OF WAITSFIELD

Memorandum

TO: The members of the Waitsfield Selectboard

FROM: Trevor M. Lashua, Town Administrator

DATE: April 18, 2019

RE: Draft Tax Stabilization Policy

The memo provides additional detail on the draft tax stabilization policy (v.02) as amended from the initial draft (v.01). The draft policy draws upon statute (24 V.S.A. § 2741 and 32 V.S.A. § 3836) and adopted policies from other municipalities; policies from Proctor, Bennington, Brattleboro, and Essex Junction were particularly helpful as models.

Text that has not changed as been left as appearing the original memo (dated 3/22); line and page numbers have been updated where necessary. New sections, additions, or clarifications are highlighted in **yellow** (digital versions of the memo and policy) or **gray** (paper versions of each). The section on other restricted exemptions, appearing at the end of the memo, is also new.

Section I – Purpose

Lines 5-9 – Statute requires the Town to seek authorization from voters to enter stabilization agreements; the authorization can be in place unless/until revoked by voters. The list of eligible entities (owners, lessees, bailees, and operators) is directly from statute.

Lines 11-13 – Stabilization is a benefit that is, essentially, paid for by other property taxpayers; as such, stabilization agreements should benefit the community as a whole.

Section II – Definitions

Lines 18-48 – Definitions are drawn from a variety of sources, including statute. A definition for dwelling unit has been added; the addition is tied to the addition of language related to restricted exemptions for homes and dwellings (see lines 32-36). The definition of dwelling unit is taken from the Town's zoning bylaws.

Section III – Tax Stabilization

Lines 55-60 – Statute provides four options for tax stabilization agreements. All four are included to provide maximum flexibility. Other municipal stabilization policies allow only one option. For example, Essex Junction employs option four exclusively (fixing taxes at a percentage of assessed value).

Lines 62-65 – Clarifies that an increase in value due to townwide reappraisal will result in an adjustment to the amount paid by the agreement holder.

Lines 67-70 – Caps the percentage of value for stabilization at 80%. This provides uniformity across property types; note that an 80% cap would raise the amount paid by those participating in the agricultural tax stabilization option (65% of assessed value has been the cap). The Board could

consider two other options: 1) different percentages for each category of property, or 2) agreements that start lower (50%) and gradually work to 100% by the end of the agreement term.

Lines 72-74 and Table III.1 – Ensures the stabilization policy matches land use policy to the extent practicable.

Lines 78-79 – Agreements may be between three and five years in length; statute allows for agreements as long as 10 years.

Lines 81-83 – The 25-acre minimum is from statute (32 V.S.A. § 3846 (a) (2)), which also states that a forestland property has to be “under active forest management.”

Lines 85-87 – One of the consistent criticisms of current use is that those receiving a public benefit subsequently post or close the property to the public. The draft policy requires the owner, lessee, bailee, or operator of an open space property to allow non-motorized recreational uses, as well as prohibiting the posting of land.

Lines 89-90 – If the owner of a property is delinquent with property taxes or utility payments they are not eligible for tax stabilization.

Lines 92-105 – This section has been added from the prior version, and is specific to homes and dwellings. This is what is known as a restricted exemption, meaning that statute provides the parameters for approval, amount, and maximum term. Unlike other categories of stabilization, the restricted exemption would have to be authorized by voters for each project or property.

Section IV – Application and Review Process

Lines 108-115 – Requires applicants to receive an initial determination of eligibility from the Town Administrator’s office, with an appeal to the Selectboard if deemed initially to be ineligible.

Lines 117-130 – A copy of an application form is enclosed with the draft policy.

Lines 132-134 – Once an application is complete, the Town has 30 days to either hold or schedule the applicant’s presentation and hearing.

Lines 136-149 – The criteria listed are also included on the application form. An earlier version of the draft policy included a scoring system. A scoring system could always be implemented at a later point, if needed.

Lines 151-154 – Various state and local policy documents encourage the uses envisioned for the properties or projects listed. Because of that, the community benefit requirement is considered satisfied.

Lines 156-157 – Those interested may apply once per year. A standardized application window is not included at this point, due to projected low utilization.

Section V – Municipal and Education Property Taxes

Lines 160-165 – A tax stabilization benefit received must be paid for by other property taxpayers. Applicants are expected to be aware of that and to demonstrate that a greater good is served to justify the benefit. State education property taxes would be paid for through the local agreement rate, applied only against the municipal grand list.

Section VI – Terms and Conditions

Lines 168-173 – A standard section regarding termination of the agreement due to a change in property use or breach of agreement.

A note on other restricted exemptions

Statute allows for other restricted exemptions, which can sometimes be included with the options listed for stabilization. All of the options listed require voter approval and are available to the Town regardless of the policy. Restricted exemptions come with timelines, procedures, and purposes defined by statute. The restricted exemptions are:

- For housing improvements (and exempts only the value of improvements), especially those housing units part of or owned by a community land trust, community loan fund, neighborhood association. The recipients of the exemption must also have household incomes less than the statewide median.
- For blighted properties. Again, this exemption pertains only to the value of the improvements to.
- For low income housing. This exemption, which carries a maximum term of 40 years, is only available if the availability of federal assistance is predicated upon exemption. This one applies only to education taxes.

TOWN OF WAITSFIELD
Tax Stabilization Policy

I. Purpose.

This policy, adopted pursuant to and in accordance with 24 V.S.A. § 2741, is intended to guide the consideration, negotiation, and execution of tax stabilization agreements by and between the Town of Waitsfield and the owners, lessees, bailees, or operators of eligible properties. Authority to negotiate and implement tax stabilization agreements was approved by voters at a duly warned meeting on ____.

All agreements, regardless of property or project type, shall comply with or otherwise advance the policy priorities and goals of the Town of Waitsfield. The goal of any stabilization agreement is to provide a sustainable and effective benefit to the Waitsfield community as a whole.

II. Definitions.

The following definitions apply and are used throughout this policy:

- a) *Agreement* – refers to the tax stabilization agreement by and between the Town and the owners, lessees, bailees, or operators of eligible properties.
- b) *Agricultural property* – refers to land actively used for, but not necessarily limited to, the following: to grow crops, flowers, or hay; to pasture livestock; to cultivate fruit trees; and/or to produce annual maple products. Agricultural lands shall be used by a farmer/owner or an operator or lessee with a formal agreement with the owner.
- c) *Alternate-energy generating plants* – refers to facilities or infrastructure using, but not necessarily limited to, the following for the generation of electricity: solar, wind, hydroelectric, biomass, or geothermal sources.
- d) *Bailee(s)* – refers to an individual or individuals to whom custody and control of a property is given, but not ownership, by a formal agreement between the bailee(s) and the owner.
- e) *Board* – refers to the Waitsfield Selectboard.
- f) *Commercial real property* – refers to commercial land and/or buildings.
- g) *Dwelling Unit* – refers to one or more rooms designed, occupied or intended for occupancy as separate living quarters with cooking, sleeping and sanitary facilities provided within the dwelling unit for the exclusive use of a single family maintaining a household. The term "dwelling unit" shall not include guest accommodations provided by a hotel, motel, boarding house or similar structure.
- h) *Forestland* – refers to land that, pursuant to an active and current forest management plan, is used for the purpose of growing and harvesting forest crops.
- i) *Industrial property* – refers to property used primarily for manufacturing activities.
- j) *Lessee(s)* – refers to an individual or individuals with a formal rental or lease agreement with the owner(s) of a property.
- k) *Open space* – refers to land that is not agricultural, forest, commercial, or industrial.
- l) *Operator(s)* – refers to an individual or individuals who operate on agricultural lands and/or in farm buildings with a formal agreement with the owner(s) of a property.
- m) *Owner(s)* – refers to the owner of a property eligible for tax stabilization.

- 46 n) *Renewable energy source* – refers to any inexhaustible, continuous, or readily replaceable
 47 supply of energy, including solar, wind, hydroelectric, and geothermal.
 48 o) *Town* – refers to the Town of Waitsfield.

49
 50 III. Tax Stabilization.

51 The Board may enter into agreements with the owners, lessees, bailees, or operators of
 52 agricultural property, forestland, open space land, industrial or commercial real property, and
 53 alternate-energy generating plants.

54
 55 The Selectboard, by statute, has four options from which to choose for tax stabilization
 56 agreements:

- 57 1) An agreement that fixes and maintains the grand list value of a property.
 58 2) An agreement fixes and maintains the tax rate applicable to a property.
 59 3) An agreement that fixes the annual dollar amount paid upon the property.
 60 4) An agreement that fixes the tax at a percentage of the property’s value, paid annually.

61
 62 For options two and four, any change associated with a townwide reappraisal that raises the
 63 value of a property will be used to adjust the amount paid as determined in the original
 64 agreement. For all of the agreement options the value of the property or the amount paid shall not
 65 be less than the value or amount as of the date of the agreement as signed by the Town.

66
 67 If an agreement is structured in accordance with option four, at no point during the agreement
 68 term shall the value of the property be less than 80% of the assessed value after any
 69 improvements, additions, or other alterations have been completed. Assessed value shall be
 70 determined by the listers.

71
 72 Table III.1 shows property eligibility by type and location. Please note that the table, and this
 73 policy, refers only to eligibility as it relates to a tax stabilization agreement. The use of any
 74 property is subject, separately, to all applicable local and State regulations.

75
 76 *III.1. Eligibility – by type and location.*

Property Type	Eligible Locations (by zone)
Agricultural	Agricultural-Residential, Forest Reserve, and Village Residential.
Forestland	Agricultural-Residential and Forest Reserve.
Open Space	Agricultural-Residential and Forest Reserve.
Industrial	Industrial.
Commercial	Industrial, Irasville Commercial, Limited Business, and Village Business.
Alternate-energy Generating Plants	Agricultural-Residential, Industrial, Village Business, and Village Residential.

77
 78 The length of any tax stabilization agreement may be between three years and five years in
 79 length, and shall not exceed five years.

80

81 In order to be eligible for stabilization, a forestland parcel shall be at least 25 acres and subject to
82 an active forest management plan. A copy of the forest management plan shall be included with
83 the application.

84
85 In order to be eligible for stabilization, open space must either be accessible for non-motorized
86 recreational uses and/or must not be posted. The purpose of stabilization agreements is to
87 provide benefit for the entire community, not solely the landowner.

88
89 A property shall not be eligible for stabilization if one or more of the owners, lessees, bailees, or
90 operators are delinquent with tax or utility payments.

91
92 Pursuant to 32 V.S.A. § 3836, the Board may also place before the voters, at Town Meeting, a
93 question whether or not to exempt the first \$75,000 or less of appraised value for buildings used
94 exclusively for homes, dwelling houses, or farm buildings. The exemption would be available for
95 buildings that are for sale or rent, as long as construction was underway in the 12 months before
96 or immediately after Town Meeting. The maximum term of the exemption, if approved by
97 voters, is three years.

98
99 Applicants seeking a vote on the exemption for homes and dwellings shall apply as described in
100 Section IV of this policy. The Selectboard's decision to place the question on the Town Meeting
101 warning shall be based upon the same four questions used to evaluate industrial and commercial
102 properties, also as established in Section IV.

103
104 Statute requires questions about exemptions for homes and dwellings to be determined by voters;
105 the Selectboard cannot authorize the exemption on its own.

106
107 IV. Application and Review Process.
108 An owner, operator, lessee, or bailee seeking a tax stabilization agreement will first contact the
109 Town Administrator's office to determine basic eligibility. Basic eligibility consists of the
110 following review points:

- 111 1. Is the project eligible, per State statute?
- 112 2. Is the project eligible, based on Table III.1?

113
114 The Town Administrator's initial determination of eligibility may be appealed to the
115 Selectboard, whose determination is final.

116
117 If an applicant receives an initial determination of eligibility, the following materials may be
118 submitted to the Town Administrator's office:

- 119 1. A completed copy of the application form (see appendix A).
- 120 2. Plans, specifications, and cost figures to assist in the determination of fair market value of
121 the project upon completion.
- 122 3. A written rationale for and demonstration of need for tax stabilization, to include
123 identification of the greater community benefit provided.
- 124 4. Both lessees and bailees shall provide a copy of the formal arrangement between
125 themselves and the owner(s) of a property at the time of application. The Town will not

126 consider a tax stabilization agreement if no formal agreement is presented along with the
127 application.
128

129 Town staff may, at any point throughout the review process and prior to presentation to the
130 Board, ask for additional and/or clarifying information.
131

132 The application for stabilization will be presented to the Board, or scheduled for presentation, no
133 later than 30 days after the application is submitted and deemed complete. Applicants shall be
134 required to make the presentation and be present to answer any questions from the Board.
135

136 Applicants for stabilization for industrial or commercial properties will be evaluated using the
137 following criteria:

- 138 1) Applicant has demonstrated that one or more of the goals of the most recently adopted
139 Waitsfield Town Plan will be met, and the community's interests protected, furthered, or
140 otherwise enhanced.
- 141 2) Applicant has demonstrated community benefit in one or more of the following, but not
142 limited to, ways: affordable housing, senior housing, recreational uses, historic
143 preservation and/or rehabilitation of historic structures, rehabilitation or repurposing of
144 existing structures, energy efficiency and/or reduction of fossil fuels usage, aesthetics, or
145 other criteria deemed relevant by the Selectboard.
- 146 3) Applicant has demonstrated that employment will be increased in the Mad River Valley
147 generally, and Waitsfield in particular.
- 148 4) Applicant has demonstrated that substantial capital investment is needed or will be
149 applied.
150

151 Applicants for stabilization for agricultural, forestland, alternate energy generating facilities or
152 infrastructure, and open space preservation shall be reviewed on a case-by-case basis. It is
153 presumed, by the proposed use or nature of the property, that a community benefit has been or
154 will be met.
155

156 A decision of the Selectboard to deny an application for a tax stabilization agreement is final. An
157 applicant may revise the proposal and resubmit the following year.
158

159 V. Municipal and Education Property Taxes.

160 Tax stabilization agreements spread a portion of an applicant's share of municipal and state
161 education taxes across the other property taxpayers in Waitsfield. The greater good must be
162 served; agreements that serve only the financial concerns of an applicant will not be authorized.
163 Applicants are expected to be cognizant and appreciative of this fact. The failure to demonstrate
164 a larger benefit to the community, as determined solely by the Selectboard, may result in the
165 denial of an application.
166

167 VI. Terms and Conditions.

168 If, at any point, a property subject to a tax stabilization agreement is no longer used for the
169 purpose presented, the agreement may be nullified by the Town with 30 days written notice.
170

171 If the property's use, at some point throughout the agreement, is something other than the
172 purposes listed in this policy or application, the Town may also seek repayment of the amount of
173 taxes stabilized (the amount between what was paid and what would have been paid).
174



TOWN OF WAITSFIELD

TAX STABILIZATION AGREEMENT APPLICATION

Applicant Name: _____

Property Location: _____

Applicant Phone #: _____ Applicant email: _____

Current use of Property: _____

Proposed use of Property: _____

Owner of Property: _____

Owner Phone #: _____ Owner email: _____

Please select one of the following categories of applicant:

Owner

Lessee

Bailee

Operator

1. Does the project or proposed use of the property meet one or more of the goals of the most recently adopted Town Plan for the Town of Waitsfield?

Yes

No

Explain which goals are met and how: _____

2. Does the project or proposed use of the property provide a benefit to the community?

Yes

No

Explain the community benefit: _____

3. Does the project or proposed use of the property provide an opportunity for increased employment in the Mad River Valley generally and Waitsfield in particular?

Yes

No

Explain how employment is enhance or retained (include estimated numbers if possible): _____

The Vermont Statutes Online

The statutes were updated in November, 2018, and contain all actions of the 2018 legislative session.

Title 24 : Municipal And County Government

Chapter 075 : Economic Development

Subchapter 002 : Aid To Business; Publicity

(Cite as: 24 V.S.A. § 2741)

§ 2741. Municipal corporations; property values fixed by contract

(a) A municipal corporation, as hereinafter provided, may enter into a contract with owners, lessees, bailees, or operators of agricultural, forestland, open space land, industrial or commercial real and personal property, and alternate-energy generating plants for the purpose of:

- (1) fixing and maintaining the valuation of such property in the grand list;
- (2) fixing and maintaining the rate or rates of tax applicable to such property;
- (3) fixing the amount in money which shall be paid as an annual tax upon such property; or
- (4) fixing the tax applicable to such property at a percentage of the annual tax.

(b) A municipal corporation, by vote of a majority of those present and voting at an annual or special meeting warned for that purpose for a contract relating to agricultural or forest property, open space land, or to alternate-energy generating plants, or by a vote of two-thirds of those present and voting at annual or special meeting warned for that purpose for a contract relating to commercial or industrial property, may either:

- (1) provide general authority to its legislative branch to enter into such contracts as application is made; or
- (2) provide limited authority to its legislative branch to negotiate contracts, which shall be effective upon ratification by a majority of those present and voting at an annual or special meeting warned for that purpose.

(c) Any contract entered into pursuant to this section:

- (1) shall not be for a period in excess of ten years except for a contract to stabilize taxes for an alternate-energy generating plant, in which case the term shall not exceed the term of any license, permit, or other approval required to operate such a plant;
- (2) shall be filed with the clerk of the municipal corporation and shall be available for public inspection;

(3) may be with existing or new owners, lessees, bailees, or operators of such property, or with persons who intend to become owners, lessees, bailees, or operators of such property; and

(4) may be applicable to existing agricultural or forest property or open space land; renovations of or additions to existing agricultural, commercial, or industrial property, or open space land; or to new agricultural, forest, commercial, or industrial property, or open space land.

(d) For purposes of this section:

(1) "Renewable energy source" means any inexhaustible, continuous, or readily replaceable supply of energy, including solar, wind, hydroelectric, and geothermal. "Renewable energy source" does not mean any biomass, fossil, or mineral supply of energy, including wood, organic waste, oil, coal, or uranium.

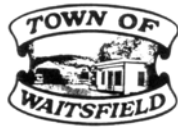
(2) "Alternate-energy generating plant" means real and personal property that is built at an existing or new site after July 1, 1980, including any equipment, structure, or facility, used for or directly related to the generation or production of electricity from renewable energy sources with a nameplate capacity of not more than 25 million watts.

(3) "Farmland" means real estate, exclusive of any housesite, which is actively and exclusively devoted to farming and is operated or leased as a farm enterprise by the owner.

(4) "Forestland" means any land, exclusive of any housesite, which is under active forest management for the purpose of growing and harvesting repeated forest crops.

(5) "Housesite" means the two acres of land surrounding any house, mobile home, or dwelling.

(6) "Open space land" means any land, exclusive of any housesite, that does not fall under the definition of "farmland" and "forestland," is not used for commercial or industrial purposes, and does not have structures thereon. (Amended 1961, No. 16; 1967, No. 359 (Adj. Sess.), eff. March 26, 1968; 1969, No. 16, § 6, eff. March 11, 1969; 1973, No. 183 (Adj. Sess.), § 1, eff. March 30, 1974; 1977, No. 105, § 26; 1979, No. 170 (Adj. Sess.), § 1; 1993, No. 104, §§ 1-4, eff. June 21, 1993.)



TOWN OF WAITSFIELD

MEMORANDUM

To: Owners of Unlicensed Dogs

From: Waitsfield Town Clerk

Date: May 21, 2019

Re: 2019 Dog Licenses

The Selectboard has voted to levy a penalty of \$25.00 on all owners of dogs not re-licensed for the current year in accordance with the Town Dog Ordinance. Year 2019 licenses were due April 1st.

Owners of dogs licensed in 2018 were sent a letter in January with instructions on how to register by mail or in person. The letter also mentioned Vermont license requirements and the April 1st deadline. Follow-up postcards were mailed in April to dog owners who missed the statutory deadline. You are on the Town's list of owners who did not renew a license and have not contacted the Town Clerk's Office that you no longer have a dog.

The Selectboard's penalty of \$25 must be paid in order to obtain a license. Licenses may be purchased at the Town Clerk's Office between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday. After April 1st, license fees are \$11 for neutered/spayed dogs and \$17 for unneutered/unspayed dogs **in addition to the \$25 penalty**, per State law. You must also provide a valid rabies vaccination certificate to obtain a license.

The Selectboard may consider further action including a fine of up to \$500 in accordance with Vermont statute (Title 20 V.S.A. § 3550) and will revisit the list of unlicensed dogs in June to consider such penalties. Rabies is a serious public health matter, and the Selectboard takes its responsibilities in enforcing state licensing laws very seriously.

If there is reason your dog should not be registered in Waitsfield, please call the Town Office at 496-2218. Your call will be appreciated and will avoid further unnecessary contact from us.

cc: Marie Leotta, Dog Warden



TOWN OF WAITSFIELD

Memorandum

TO: The members of the Waitsfield Selectboard.
CC: Sandy Gallup, Town Treasurer
FROM: Trevor M. Lashua
DATE: May 13, 2019
RE: FY19 Evaluations and FY20 Salary Pool adjustments.

The Town implemented its salary adjustment pool and evaluation system last year. The system was designed to address concerns related to equity, and does so by paying the same dollar amount to employees earning a qualifying score, regardless of position or hours worked.

The enclosed table shows the FY20 salary adjustment pool. Salary increases are budgeted at a flat percentage (2.5% in FY20); the total dollar value of those increases is then pooled and divided by the number of employees.

The adjustment is awarded to employees whose performance has been scored as average or better during the preceding year.

The system in place last year included a second step, where a “bonus” pool was created. The amount of funding for the pool is generally small; one quirk of the system is that an employee earning the annual adjustment and the bonus amount (\$1,127) would receive a slightly lesser adjustment than an employee would in a system without the bonus pool (\$1,145). For simplicity’s sake, the bonus pool is proposed for elimination, as it neither incentivizes or rewards excellent performance in a meaningful way.

The proposed increase for eligible employees in FY20 is \$1,145.

Once the pool is set, evaluations begin. The goal is to return to the Selectboard for final action on adjustments at the second June meeting (6/24). Salary adjustments would begin on July 1, with the commencement of FY20, and are factored into weekly pay.

General Feedback:

Feedback on the new system has been mixed. While it does create a level of equity amongst employees, paying everyone the same annual adjustment may complicate retention efforts for some categories of employee. Full-time (40 hours per week) employees see the same increase as employees working other schedules, reducing the relative value of the adjustment for those employees.

Recommended action:

Consider a motion to establish the FY19 evaluation and FY20 salary adjustment pool as shown on the attached table.

v.01

FY20 Pool Total:	\$	8,012
Eligible Employees:		7
Individual Employee (IE) Share:	\$	1,145

Band 1 - (\$0 to \$35,000)	FY19 Final	IE Share as % Increase	Ave. percentage per band	FY20 \$ Ave. Increase	FY20 Gross Pay (if adjusted)
Treasurer	\$ 28,803	4.0%	4.0%	\$ 1,145	\$ 29,947
AVERAGE	\$ -	4.0%		\$ 1,145	\$ 29,947
Band 2 - (\$35,001 to \$45,000)					
Clerk	\$ 38,808	2.9%	2.9%	\$ 1,145	\$ 39,952
PZA	\$ 38,272	3.0%	2.9%	\$ 1,145	\$ 39,417
Maintainer (TA)	\$ 41,787	2.7%	2.9%	\$ 1,145	\$ 42,932
AVERAGE		2.9%		\$ 1,145	\$ 36,439
Band 3 - (\$45,001 to \$60,000)					
Foreman	\$ 53,851	2.1%	2.2%	\$ 1,145	\$ 54,996
Maintainer (JR)	\$ 49,691	2.3%	2.2%	\$ 1,145	\$ 50,836
AVERAGE		2.2%		\$ 1,145	\$ 52,916
Band 4 - (\$60,001 +)					
Administrator	\$ 69,202	1.7%	1.7%	\$ 1,145	\$ 70,346
AVERAGE		1.7%			

Average increase	\$ 1,145
Total increases	\$ 8,012

Average Evaluation Score	Pay Category
52 or greater	Average increase for FY.
39 or greater	Average increase for FY.
38 or less	No increase; six months to earn average increase with review, improvement.

Evaluation Scores (5 = exceptional; 1 = non-performance)	
all 5's	65
all 4's	52
all 3's	39
all 2's	26
all 1's	13

WAITSFIELD SELECTBOARD

May 6, 2019

Waitsfield Town Office

6:30 P.M.

Board Members Present – Paul Hartshorn, Chair; Sal Spinosa, Vice Chair; Darryl Forrest, Jon Jamieson, and Kellee Mazer.

Others present: Curt Lindberg, Leo Laferriere, Christine Sullivan, Andrea Cox, Kasara Gage, David Cain, Micaiah Adams, Bob Cook, Joshua Schwartz, and WCTV.

Staff: Trevor Lashua, Town Administrator

The meeting was called to order at 6:30 pm

II.1. Agenda additions, removals, or adjustments per 1 V.S.A. § 312 (d) (3) (A).

An addition of a festival permit application for a wedding fun run in June was added.

II.2. Public Forum

No public forum was needed

II.2.5 – Consider Festival Permit Application for a wedding fun run.

A “fun run” is planned for a morning in June at 6:45 am as part of a wedding. There will be anywhere from 40 to 50 runners participating and there will be a small awards ceremony at the conclusion of the run. They are requesting a fee waiver as they are not part of an organization or holding the event for a profit purpose. They will begin at Common Road and go through Brook Road. The Board would like to add a clause for runners to yield to emergency vehicles.

Motion:

Darryl moved to approve the wedding fun run and waive the public festival permit fee, adding a clause for runners to yield to any emergency vehicles. Jon seconded. Motion passed 5-0.

Item II.3. Consider Appointment to Conservation Commission [Curt Lindberg].

There is currently a vacancy (for a two-year term) on the Conservation Commission. Curt Lindberg has applied for appointment. The Conservation Commission voted 4/22 to, “unanimously and enthusiastically” ask the Selectboard to appoint him to the vacant seat.

A memo from the Conservation Commission was enclosed, as was a CV provided by Curt. He has been attending quite a few meetings. He is a new resident of Waitsfield and has been looking for opportunities to give back to the Town and help steward the natural environment. He is interested in learning about Vermont’s environment and recently enrolled in the Vermont Master Naturalist Program.

While Curt has an extensive background in healthcare he does have a degree in Complex Systems and how to engage people in change and in understanding new ideas. He has been a lifelong gardener and admittedly does not have a naturalist background but is confident he would be a great addition to the Commission. Both Jon and Sal pointed out that Waitsfield is a blend of both recreation and natural environment. Curt’s position is that there should be a happy balance

49 between the two and recreation should not take precedence over preserving the natural
50 environment.

51
52 Curt asked about the type of guidance the Selectboard gives to the Commission. The Board
53 typically gets information from the Commission but would definitely like more information and
54 to have more back and forth on at least a twice a year basis. Sal praised the Commission for
55 keeping the Board informed and for the level of communication that they have had.

56
57 **Motion:**

58 *No motion was made – the Board discussed the appointment during a later portion of the*
59 *meeting (see Executive Session below for more information).*

60
61 Item II.4. Village West Sidewalk – Update and Design Discussion.

62 The Board had a general discussion on the current proposed design for the sidewalk.

63
64 The design is in its pre-final phase, with a final design phase following the acquisition of the
65 remaining temporary construction easement. The project cannot commence to the final design
66 phase and, subsequently, construction until the final temporary easement is acquired.

67 Construction will not occur in 2019 as a result, but is on pace for the summer of 2020.

68 The Town is also exploring whether or not Planning and Zoning Administrator Chris Damiani,
69 who has an interest in serving as the project manager, can assume that role. A clerk-of-the-works
70 or similar individual is still recommended for the construction period.

71
72 The Town received grant funding from the State for the project, with a local match required. A
73 transfer included in the approved FY20 budget ensures that full funding of the match and local-
74 only expenses (such as on-street parking) is available. The project budget will be updated again
75 following the final design and bid process, which should allow for additional funds to be
76 incorporated in to the FY21 budget if necessary.

77
78 The following items were enclosed:

- 79 a. The most recent design drawings.
80 b. A memo from the Planning District from 2017 (to provide background).
81 c. Information from the National Association of City Transportation Officials on pedestrian
82 bump outs and extensions
83

84 Sal asked how much it would cost the Town if the project were to stop. The return to the State
85 would be \$83,000 versus \$87,000 to move forward. This is due to needing to return grant funds
86 already paid.

87
88 The biggest remaining design element is the bump outs. Paul’s concern is about the maintenance
89 of the bump outs, mainly the parking spaces in between the bump outs. Jon sees great benefits
90 from the bump outs both aesthetically and for traffic slowing. The public who were in
91 attendance, who are parents of children in Waitsfield, raised the concern about the safety of the
92 kids going to various activities after school. Micaiah Adams, who also owns the barbershop and
93 lives on Main Street and has one daughter at Waitsfield Elementary School (WES), has observed
94 speeding in between the crosswalks as well as larger vehicles and trucks not seeing the
95 pedestrians waiting at the crosswalk. Andrea Cox, who was also in attendance, has two daughters
96 at WES and representing the PTA, informed the board that the PTA has offered \$4,000 to go

97 toward this project (to make the local grant match for the bump outs) and that they are very much
98 in support of the sidewalk and the bump outs.
99

100 There would be two new crosswalks, from the Village Grocery to the church with a bump out
101 and another in front of Valley Players to a point across the street, each having a bump out. There
102 would also be a curb extension in front of the library and the current crosswalk would go to a
103 sidewalk landing on the other side instead of the drain that is currently there. There would be
104 more visual definition at that particular crosswalk which, everyone in attendance agreed, is the
105 most dangerous crossing. The other issue is that motorists use the handicap parking spot on
106 Bridge Street by the library as a turn lane which poses a danger. For cyclists, the number one
107 issue is the speed of cars and this would decrease speed.
108

109 The Town Plan does promote traffic calming features which these bump outs and curb
110 extensions would meet. Jon pointed out that these would be important cues to visitors who are
111 not familiar with the Town’s traffic patterns and make it safer overall. Sal is supportive of the
112 project as long as there can be a good solution to the corner on Bridge Street and Main Street.
113 Pedestrian lighting is no longer in the project.
114

115 Christine Sullivan also read the Town Plan and pointed out that safety for both sides of the street
116 is included in there to be considered. If the Selectboard should decide that a bump out at the
117 corner of Bridge Street is not necessary, the idea should not be abandoned altogether but other
118 alternatives should be considered. The Town is also in its own right of way on Bridge Street at
119 some point which leaves the Town with more options and flexibility. Most of the project is in the
120 State’s right-of-way.
121

122 ***Motion:***

123 *Jon moved to accept the pre-final design as presented with the amendments discussed to the*
124 *Bridge Street intersection, such as altering the extension to prevent additional right-hand lane*
125 *turning from Bridge Street on to Route 100 heading north. Darryl seconded. Motion passed 4-1.*
126 *Paul opposed.*
127

128 There are currently no parking accommodations on the west side of Route 100/Main Street.
129 Joshua Schwartz pointed out that originally the plan had no design for parking but this design has
130 five designated on-street spots. The two parking spaces in front of Valley Players also double as
131 a loading area. This project adds a connection from spaces across the street. Valley Players might
132 put in additional parking behind the building but even with the challenge of parking there,
133 additional connections to the building makes it safer. Snow removal remains an issue for Paul
134 and Sal.
135

136 Item II.5. General Discussion Regarding Local Option Taxes (LOT) and Proposals – Continued.

137 At the close of the 4/22 discussion, Board members asked for the topic to be placed on the 5/6
138 agenda as well.
139

140 Staff has prepared an analysis of the draft memorandum of understanding (MOU) with questions,
141 concerns, and other feedback. The Selectboard has identified its representatives to the
142 commission charged with negotiating and drafting the final MOU but has not yet identified
143 anything it wishes to see incorporated, amended, removed, or otherwise considered. The memo
144 was intended as a starting point for the Selectboard’s discussion.
145

146 Darryl brought a schedule for the upcoming meetings with the agenda for May 13. There was a
147 concern from the Board that each revision of the MOU does not show the changes. They have
148 suggested a track changes version from the committee in order to best understand changes that
149 were made. One change was that room sales are now added. There were still concerns from Paul
150 that there are many projects the Town needs to complete sooner than later (replacing trucks,
151 fixing the Town Garage, some road improvements) and that an LOT for only the Town of
152 Waitsfield seems to be the most useful instead of a three-town LOT.

153
154 Sal shared that Charlie Goodman has drafted a letter regarding the status and concern for the
155 condition of the roads. He encouraged him to be more of a presence to add his first-hand
156 experience maintaining the roads. There was a comparison to Warren raising taxes significantly
157 in order to put money into roads and Jon pointed out that the tax increase model they used was a
158 step approach so that it was not too much at once. His position is that keeping taxes down as low
159 as they are and have been will be a detriment to the Town’s ability to make improvements and
160 attract both visitors and future residents. The Budget Committee has, over the last three years,
161 tried to understand the road needs and develop a plan for maintenance and repairs. There does
162 need to be more data for proactive information rather than reacting. The Selectboard does have a
163 responsibility to keep the roads maintained in good working order. Sal did not want an option of
164 having a Waitsfield LOT to maintain the roads to be discounted as there was never an
165 opportunity to vote on a Waitsfield LOT.

166
167 Darryl would like to go to the three Selectboard’s and come back with an MOU for approval that
168 also needs the approval of the voters. The Boards would be approving the Interlocal Agreement
169 and the voters would only be voting for or against the LOT.

170
171 There is also concern that all of the information is not accessible to the public. While the
172 information is passed along via meetings, the Valley Reporter and the website, not every resident
173 is informed. There are also some pieces of information that have not been posted on the website
174 that Sal would like to see on there. The board also agreed there are so many changes being made
175 that it is not necessarily ready for public circulation as there are still iterations.

176
177 **Motion:**
178 *No motion made.*

179
180 Item II.6. Dana Hill Road Culvert - Replacement.
181 A culvert on Dana Hill Road, towards the top (or the southern end), is failing and needs to be
182 replaced. The 30' long metal culvert is missing much of its bottom and has areas of significant
183 rusting and deterioration. As a result, water is exiting the culvert before its intended location,
184 eroding the shoulder and road near the outlet. The Road Department has placed a safety barrel at
185 the sinkhole location; a vehicle still has room to pass.

186
187 While towns are not responsible for most maintenance on Class 4 roads, they are responsible for
188 the maintenance, repair, and replacement of bridges and culverts.

189
190 Historically, the Road Department has performed culvert work on Class 4 roads once formally
191 directed by the Selectboard. The Road Department will look to replace the culvert in late
192 May/early June, due to road conditions, weather, and areas of need. The materials and labor all
193 fit within the regular road budget footprint.

194

195 The planned revision of the Town’s Class 4 Road Policy presents an opportune time to either
196 amend or formally codify practices such as this.
197

198 Sal would like to make sure that the area is marked prior to any work by the Vermont Youth
199 Conservation Corps or other entities, to ensure the work adheres to the trip report prepared for
200 the Town by the Department of Environmental Conservation.
201

202 **Motion:**

203 *Darryl moved to direct the Waitsfield Road Department to replace the failing culvert on Dana
204 Hill Road. Jon seconded. Motion passed 5-0.*
205

206 Item II.7. Consider Awarding the Winter Sand Hauling Bid.

207 The enclosed memo contained additional information. When the Town budgets for winter sand,
208 there are two components – the purchase of sand and the cost to haul it here. The Town
209 published the bid notice on its website and in the Valley Reporter, and sent a direct notice of bid
210 to the two (historically) primary bidders.
211

212 The bid notice also requested pricing for an optional second year. The low bidder was the only
213 bidder to supply pricing for the two-year option. Knowing the hauling cost in advance will
214 ensure more accurate budgeting in FY21. An increase (+\$0.25) in the price per yard for sand
215 more than offsets the decrease in the price per yard for hauling (-\$0.07); the recommended award
216 will place the line \$600 greater than the budgeted amount for FY20.
217

218 **Motion:**

219 *Sal moved to award the 2019 (FY20) sand hauling bid to Newton Construction and to extend the
220 award to 2020 (FY21), with both years at the \$5.65 per yard hauling price as shown. Jon
221 seconded. Motion passed 5-0*
222

223 Item II.8. Consider a Zoning Fee Waiver Request – Mad River Path Association.

224 The Mad River Path Association, as part of the Valley-wide mapping and kiosk project, is
225 preparing to install three signs along the path. Those signs require zoning permits, with the total
226 fee of \$150. The Path Association is a non-profit entity and is requesting a fee waiver (see
227 enclosed email). The Board has traditionally waived zoning permit fees for the Path Association;
228 the installation of path infrastructure in Irasville being a recent example.
229

230 **Motion:**

231 *Jon moved to waive zoning permit application fees, in an amount not to exceed \$150, for the
232 Mad River Path Association. Kellee seconded. Motion passed 5-0.*
233

234 II. 9. Bills payable and Treasurer’s warrants.

235 *Approval and signature, where appropriate.*
236

237 Item I0. Minutes of 4/22.

238 The draft minutes for the 4/22 meeting were enclosed.
239

240 **Motion:**

241 *Sal moved to approve the minutes for 4/22/2019 as presented. Darryl seconded. Motion passed
242 5-0.*
243

244 II.9. Selectboard Roundtable

245 Kellee is going to the Tax Appeal class in Rutland.

246
247 Darryl and Trevor were happy to report that the new vendor for the radar speed feedback signs
248 has been very easy to work with and they will be fixed and updated very soon.

249
250 Jon brought to the Board's attention, an article in Vermont Business Magazine about the self-
251 governance issue in that it would allow the Town to change speed limits without going through
252 the long process the Town is currently going through. As far as the Planning District, there are
253 about 45 signs going around the Valley as part of the mapping and kiosk project and they look
254 great. They are both handmade and very professional.

255
256 The Senior Center is purchasing a car to help with transportation for local seniors. The Housing
257 Coalition has been re-formed and individuals have been appointed. They are putting together the
258 next steps. Green Mountain Power came to talk to the Planning District about power resiliency in
259 the Valley, specifically a Tesla power wall. They also spoke about solar and solar arrays.

260
261 Darryl thanked Jon for moving the benches back to Bridge Street.

262
263 II.10. Town Administrator's Report.

264 Nothing was reported. Sal thanked Trevor for the precise, clear and fine work Trevor has done
265 with the report.

266
267 III.1. Other Business.

268 No other business.

269
270 Item III.1. Correspondence/Documents/Reports received.

271 There has been no response from the parties involved in the Floodwoods Bridge. There have
272 been letters and e-mails sent. The next step would be to say that the condition of the bridge has
273 been compromised and it needs to be closed or restricted. The board is considering a professional
274 engineer to come look at it and do an independent bridge assessment. They are going to see if
275 there is a trained weight officer from the DMV available to be there. A letter from the Town
276 Attorney is also being considered.

277
278 The gravel removal from the Mad River was discussed and Trevor is going to have someone
279 from DEC discuss it as well. If the gravel in the river is not the source of the problem with the
280 river, the gravel cannot come out.

281
282 The Mavis decision came in and it was a good decision for the Town to forego spending money
283 on legal services, as the State determined the value of the property to be closer to the sales price
284 – the amount of tax receipts reduced as a result is far less than the cost of legal services.

285
286 IV. Executive session.

287 *Darryl moved that the Board enter executive session pursuant to 1 V.S.A. § 313 (a) (3) for the*
288 *purpose of discussing the evaluation or employment of a public official. Jon seconded. The*
289 *motion passed 5-0.*

290
291 *Sal moved to exit executive session at 8:54 p.m. Darryl seconded. The motion passed 5-0.*

292

293 *Jon moved to change the status of Christopher Damiani from probationary to regular employee*
294 *of the Town of Waitsfield. Sal seconded. The motion passed 5-0.*

295
296 *Sal moved to appoint Curt Lindberg to a two-year term on the Conservation Commission, with*
297 *the term expiring in March 2021. Jon seconded. The motion passed 5-0.*

298
299 *Sal moved to adjourn at 8:55 p.m. Jon seconded. The motion passed 5-0.*

300
301 Respectfully submitted,

302
303 Deanna Sellars
304 Recording Secretary

305
306
307

308

From: [Christopher Damiani](#)
To: townadmin@gmavt.net
Subject: Fwd: Waitsfield Development Review Board Meeting Tuesday April 23 7PM
Date: Wednesday, May 15, 2019 2:14:35 PM

----- Forwarded message -----

From: Alfred Gilbert

[<acgilbert@gmavt.net>](mailto:acgilbert@gmavt.net) Date: Sun, May 5,
2019 at 7:27 AM

Subject: Re: Waitsfield Development Review Board Meeting Tuesday April
23 7PM

To: Zoning Administrator [<pza@gmavt.net>](mailto:pza@gmavt.net), Jordan Gonda

[<jegonda@gmail.com>](mailto:jegonda@gmail.com), Duncan Brines

[<duncan.brines@gmail.com>](mailto:duncan.brines@gmail.com) Cc: [<pza@gmavt.com>](mailto:pza@gmavt.com)

Since I have entered into Hospice care, I am resigning from the
Planning Commission. Good luck, I'll be watching. Fred Gilbert