

**TOWN OF WAITSFIELD**  
**TOWN MEETING 2021**  
**INFORMATIONAL MEETING**  
**AND**  
**SELECTBOARD MEETING**  
**Monday, March 1, 2021**  
**6:30 P.M.**

\*Please see note below for access\*

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

**II. Town Meeting 2021 – Informational Meeting.**

- a. Overview of the session agenda, rules, and timing.
- b. Article 1 (FY22 Budget).
- c. Annual Visit from State Representatives. (10-15 +/- min.)
- d. Article 2 (Property Tax Installment Dates).
- e. Article 3 (Mad River Valley Affordable Housing Coalition Appropriation).
- f. Article 4 (Couple’s Club Property Tax Exemption).
- g. Article 5 (Mad River Valley Amulance Service Property Tax Exemption).
- h. Article 6 (Authority to Borrow if needed).
- i. Article 7 (Advisory Vote on Retail Cannabis).

*\*The Board will close the informational session, and begin a regular Selectboard meeting at this time. The regular meeting has one topic, “Bills Payable and Treasurer’s Warrants” and is required to ensure timely payment of the quarterly property tax installment for Harwood Unified Union School District.*

**III. Regular Meeting.**

- a. Agenda additions, removals, or adjustments per 1 V.S.A. § 312 (d) (3) (A).
- b. Public forum. (5 +/- min.)
- c. Bills Payable and Treasurer’s Warrants. (5 +/- min.)

**IV. Adjourn.**

**\*PLEASE NOTE: Public Access to this meeting will be via Zoom and conference call. To watch and/or participate, please use the following links or telephone numbers:**

<https://us02web.zoom.us/j/9190265312>

**Meeting ID: 919 026 5312**

**By phone (via Zoom): 1 (929) 205-6099**

**By phone (via local conference calling – telephone only):**

**(802) 434-6250 or (802) 545-6250**

**Participant code: 570208#**

ALL TIMES ARE APPROXIMATE

Waitsfield Town Offices • 4144 Main Street • Waitsfield, VT 05673  
Paul Hartshorn, Chair   Kellee Mazer, Vice-Chair   Jordan Gonda   Jon Jamieson   Brian Shupe  
Town Administrator: Trevor M. Lashua  
(802) 496-2218, x5   [townadmin@gmavt.net](mailto:townadmin@gmavt.net)

1 **Waitsfield Town Administrator’s Report**

2 **March 1, 2021 – TOWN MEETING 2021 INFORMATIONAL MEETING and REGULAR**  
3 **SELECTBOARD MEETING.**

4  
5 **\*PLEASE NOTE: Public Access to this meeting will be remote-only, via Zoom. To watch and**  
6 **participate, please use the following link:**

7  
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11  
12 **By phone (via local conference calling – telephone only):**

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15  
16 **If you experience any issues with access, please email [townadmin@gmavt.net](mailto:townadmin@gmavt.net).**

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18  
19 **II. TOWN MEETING 2021 – INFORMATIONAL MEETING.**

20  
21 **Item II.3. Town Meeting 2021 – Informational Meeting.**

22 The informational meeting is a required component of Town Meeting due to the one-year switch to  
23 Australian ballot. Switching to Australian, or paper, ballots is the safest way to hold Town Meeting due to  
24 COVID-19. The one-year switch was enabled by Act 162 of 2020; Town Meeting 2022 *should* feature the  
25 return of voting from the floor.

26  
27 The order of events proposed for the informational meeting is similar to floor meetings of the past, in that  
28 the warning and order of articles will serve as a guide. Prior to discussion, each article can be introduced.  
29 Article 1 (the FY22 budget) will include a short presentation. When voting by Australian ballot, there is  
30 no opportunity for voters to make changes to the articles or their content.

31  
32 Representatives Kari Dolan and Maxine Grad will join for an annual update scheduled between Articles 1  
33 and 2.

34  
35 Prior to the articles, there will be a brief overview of the operational considerations for the meeting, such  
36 as:

- 37 1) How to change the participant’s name on the screen.  
38 2) How to queue up to speak.  
39 3) How to participate by using the chat function (for those attending via Zoom).  
40 4) Whom to contact with any issues. Town staff will provide support if/as possible, but may not be  
41 able to immediately or completely resolve all issues (it’s one person managing multiple functions).  
42

43 The following ground rules are proposed and can also be noted in the introductory section:

- 44 1) All participants are muted upon entry, and should remain that way unless recognized to speak.  
45 2) All participants should state their name before speaking, just as would be required in a floor  
46 meeting. Participants will initially be recognized using the name on the screen.  
47 3) Please speak only after being recognized.  
48 4) Participants will be recognized in the following order:

- 49 a. Those who have queued up in Zoom, in the order determined by moderator or chair.  
50 Generally, this will be in the order in which “hands” are raised.  
51 b. Those participating via the local conference calling option. A list of all wishing to speak  
52 will be created, and then participants called in the order they were recorded on the list.  
53 c. Questions asked via the Zoom chat function.  
54 d. Via an open question – for example, “does anyone else wish to participate that hasn’t had a  
55 chance yet?” – to participants across all platforms.  
56 5) Speaking time may be limited due to number of participants or meeting timing. Participants should  
57 plan to keep initial remarks to two minutes or less. Follow-up remarks should be limited to one  
58 minute. The Board may, at any point, allow additional time to participants. The intent is to ensure  
59 equitable access and effective meeting management, not limit debate.  
60 6) Participants may only speak for a second time on an article after everyone wishing to speak has  
61 had a chance to speak. A second round would be conducted in the same order as the first round  
62 (see 4a through 4d).  
63 7) Participants exceeding their speaking time will be notified of the expiration of speaking time, and  
64 may be muted by the meeting host if needed.  
65

66 Anyone in need of accessibility accommodation should contact the Town Administrator’s office  
67 ([townadmin@gmavt.net](mailto:townadmin@gmavt.net); 802-496-2218, x5) as soon as possible.  
68

69 No additional materials are included here as they’ve been distributed previously, are available online  
70 ([https://www.waitsfieldvt.us/2021/01/29/town-meeting-2021-march-2nd-2021-official-warning-budget-  
71 and-voting-information/](https://www.waitsfieldvt.us/2021/01/29/town-meeting-2021-march-2nd-2021-official-warning-budget-and-voting-information/)), and in the annual report. The annual report can be found online  
72 (<https://www.waitsfieldvt.us/2020-waitsfield-annual-report-final-web-version/>) or in the following  
73 locations:

- 74 • The Waitsfield Town Offices (the “back” door, by the parking lot).
- 75 • The Waitsfield Elementary School (outside the main entrance).
- 76 • The Joslin Memorial Library (outside the main entrance).
- 77 • Mehuron’s.
- 78 • Shaw’s.
  
79

### 80 **III. REGULAR MEETING.**

81 In normal years, the meeting held the night before Town Meeting is a regular meeting of the Selectboard.  
82 A very brief regular meeting is needed to approve a warrant making the third payment (of four) to the  
83 Harwood Unified Union School District prior to the due date.  
84

85 The two items listed before (additions, removals, or adjustments; public forum) are included as required  
86 and prudent to ensure compliance with the open meeting law.  
87

88 The regular meeting should be called to order following the formal close of the informational meeting.