



Town of Montgomery - P.O. Box 356
Montgomery Center, VT 05471
802-326-4719
www.montgomeryvt.us

REGULAR MEETING OF THE
SELECTBOARD & WATER COMMISSION

Monday October 5th 2026

6:30pm

Town Office (86 Mountain Road)

View Recording:

<https://www.youtube.com/watch?v=KMlsb42Ljc0>

In attendance – Charlie Hancock, Daniel Khan, Mark Brouillette, Chris Dixon-Boles; Visitors: Everett McGinley, Roberta Baker, Barry Domina, Josh Howard, Brad Elliott, Carl Farmer, Craig Godfrey, Arnold Mercy, Matt Hubbard (NEK Broadband), Will Cribbs (NWATV); via zoom – Christa Shute (NEK Broadband)

Charlie called the meeting to order at 6:32pm

1. Review and make any changes to the agenda – none made
2. Review/approve minutes of the September 28th Special Meeting
 - a. Motion to approve as written by Chris; seconded by Daniel; approved 4-0
3. NEK Broadband Agreement – board was joined by Christa Shute and Matt Hubbard from NEK Broadband to discuss proposed utility easement to house equipment at the PSB. Outdoor tour was conducted by Charlie, Matt, Doug and Everett prior to meeting to confirm placement(s). Updated agreement pending for Board review.
4. Municipal Wastewater System Project
 - i. Indirect Discharge Permit and Comment Response Log has been issued as is available for review online.
 - ii. Charlie reviewed the proposed project funding table, pending final edits/confirmation from State Partners.
 - iii. Opportunity was provided for public comment on the project (*see recording*)
 - iv. Board reviewed the Notice of Intent to Sign Construction Contract; motion to Daniel to sign and submit the Letter of Intent to Award a Construction Contract (attached); seconded by Chris; approved 4-0.
5. Public Works
 - a. Roads
 - i. General Updates – Mark provided updates on work on Black Falls Road
 - b. Water System
 - i. General Updates – no updates

6. Old Business

- a. Short Term Rental Ordinance (*status update*)
 - i. Job posting for Coordinator is live; two applicants to date. Applications due Monday, **November 1st** (if the Town offices are open that day), but people can ask for an additional 30 days for good cause, which is Monday, November 30.
 - ii. Questions for board: Will initial fee be waived if they already have a CU permit?
 - 1. Motion to adjust the fee schedule for Short-term Rentals to waive the initial registration fee for those owners who already obtained a Conditional Use Permit made by Mark; seconded by Chris; approved 4-0
- b. Streetscape Project (*updates*) – work is progressing on Right-of-Way phase
- c. PSB Renovation (*updates*) – Town is still working with Millbrook to refine and finalize construction cost

7. New Business

- a. Appointment of Title VI Coordinator (*Board Action*)
 - i. Vermont AOT -- Title VI in Vermont refers to the state's implementation and enforcement of Title VI of the Civil Rights Act of 1964, a federal law that prohibits discrimination based on race, color, or national origin in any program or activity receiving federal financial assistance. Town is required to appoint a coordinator.
 - 1. Mark nominated Charlie to service as Title VI Coordinator. Hearing no other nominates the board appointed Charlie to serve as Title VI Coordinator 4-0.
- b. Grant List E&O – required to account for loss of structure on Anderson property due to fire. Value needs to be adjusted from \$173,800 to \$64,200 (diff \$109,600). Motion to sign the E&O Certificate from Daniel; seconded by Mark; approved 4-0.

8. Public Comment / Visitors – *see recording for additional public comment*

9. Town Office Personnel – Executive Session per 1VSA 313 (a)(1)(3)

- a. Town has received notice from Erin Walsh that she will be resigning the position of Municipal Treasurer, effective Monday 10/9. This has been expected by the board and planning has been ongoing for transition. Board expressed thanks to Erin for 10 years of great service to the community.
- b. Mark moved that the group find that premature general public knowledge of the appointment or employment or evaluation of a public officer or employee would put the public body and/or person involved at a substantial disadvantage, therefore move that the Board enter into executive session per 1VSA 313 (a)(1)(3). Seconded by Chris. Approved 4-0. Board entered into Executive Session at 7:44pm.
- c. Board exited Executive Session at 8:01 pm – motion from Daniel, Second from Chris; approved 4-0.
- d. Mark moved to accept Erin's letter of resignation; seconded by Chris; approved 4-0.
- e. Daniel moved to appoint Genevieve Lodal to the Municipal Treasurer position, effective Monday 10/9; seconded by Mark; approved 4-0.

10. Open Mail / Sign Orders / Administrative Matters

11. Review Action Items for Board Members

12. Adjourn – motion to adjourn by Mark; Seconded by Chris; approved 4-0.



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October 5th 2026

Don Haddox
State of Vermont
Water Investment Division
1 National Life Drive, Davis 3
Montpelier, VT 05620

RE: **Notice of Intent to Award Contract**
Town of Montgomery
Center Community Decentralized Wastewater Treatment and Disposal System
CWSRF RF1-340-2.1
A+E Project 25041

Dear Mr. Haddox:

The Town of Montgomery intends to award the above-mentioned project to N.A. Manosh Inc. of Morrisville, Vermont for the contract amount of \$9,405,223.00. We have reviewed the recommendation to award prepared by Aldrich + Elliott, PC and concur, contingent upon the following:

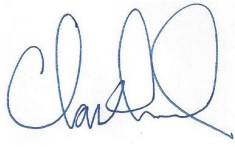
1. Certificate of Title to Site; and
2. Confirmation of funding availability, including award of Pollution Control Grant.

In support of the above, we hereby enclose the following documentation for your use:

1. Engineer's Bid Analysis Report including:
 - a. Copy of the Bid Tabulation.
 - b. Copy of the Total Project Cost (TPC).
 - c. Copy of Contractor's Bid and Bid Bond.
2. Engineer's recommendation to award.

If you have any questions or need additional information, please feel free to contact us or our Engineer, Aldrich + Elliott, PC.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Charlie Hancock', with a stylized, looping 'H' and a trailing flourish.

Charlie Hancock
Selectboard Chair
Town of Montgomery

Attachments

cc: Jason Booth, PE
Alex Arsenault, EI