Town of Montgomery - P.O. Box 356
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Minutes of the
REGULAR MEETING OF THE
SELECTBOARD & WATER COMMISSION
Monday September 21st 2026
View Recording:
https://www.youtube.com/watch?v=LA1F05LsLhQ&list=PLrBf_FpjKbwcSJm_gBqfFSmPGaVWJXBB7&index=2

In attendance: Charlie Hancock, Daniel Khan, Mark Brouillette, Chris Dixson-Boles, Dennis Himes, Jason Booth (w/ Aldrich and Elliot), Carol Farmer, Pat Farmer, Scott Perry, Roberta Baker, Zack Henshaw. Via Zoom Larry Letourneu. Via Zoom: Cliff Loos, Michael Miller, Josh Howard, Scott Bulreson (w/ Open Approach), Brendan O'Shea.

Meeting called to Order at 6:31pm

Dennis began the meeting by offering a statement about civility and conduct at board meeting.

1. Review and make any changes to the agenda – none made

2. Review/approve minutes of the August 31st meeting – Motion to approve as written by Mark; seconded by Chris; approved 5-0

3. Public Works
    a. Roads
        i. General Updates provided by Mark
        ii. Driveway Permit – Lertora, Amidon Road (*approved, signatures needed*) – no action taken, just needed board signatures as previously approved
        iii. Town Highway Access Permit – Montgomery Historical Society (*board action*)
            1. Scott Perry presented the project on behalf of the historical society.
            2. Motion to approve permit by Mark; seconded by Daniel; approved 5-0
    b. Water System
        i. General Updates
    c. Milton Cat Generator Service Agreement (*board action*)
        i. Mark reviewed the contract. Discussion ensued. Mark made a motion approved the 3-year scheduled maintenance contract with Milton Cat to in the amount of $13,323.63; seconded by Chris; approved 5-0.

4. Old Business
   a. Short Term Rental Ordinance (*status update*)
      i. Update on the effective date and application dates -- the ordinance went into effect September 1. Section 8 lists the effective date. Section 4.1.2 has the 60-calendar day deadline for applications (Oct 31 as calculated from Sep 1). Since Oct 31 is a Sat, they're actually due on Monday, November 1st. But people can ask for an additional 30 days for good cause, which is Monday, November 30.
      ii. Landing page on website, as well as the application and applicant guidance is in draft form and should be finalized to go live by week of 9/28. Daniel moved to appoint Diane Sherman, Alissa Hardy, and Dennis Himes to the hiring committee for STR Administrator; seconded by Mark; approved 5-0

   b. Municipal Wastewater System Project (*updates*)
      i. Bid Analysis (*Board joined by Jason Booth from Aldrich & Elliot*)
      ii. Jason reviewed the bid process and recommendation from the analysis conducted by Alrich and Elliot – see recording for discussion and Q/A. Recommendation is that Manosh is "responsive and responsible bidder" and should be accepted.
      iii. Next step is to submit a letter of intent to the State indicating that the Town intents to award the contract. Letter may include conditions which must be met prior to award.
      iv. Other updates – Indirect Discharge Permit and comment response log is pending from DEC. Town is working is also working with WID for final confirmation of funding stack as it relates to projected use rate affordability, but preliminary review indicates the funds are secured to complete the project. Final #s will be brought back to board for review.
      v. No actions taken at this time. Board may need to hold Special Meeting to address time sensitive aspects of the project.

   c. Streetscape Project (*updates*) – no updates, still working on right-of-way

   d. PSB Renovation (*updates*)
      i. Board reviewed the latest estimate from Millbrook Construction. Concerns flagged regarding Millbrook's profit centers as included on estimate. Town will continue to work with Architect who is consulting w/ Town. This will be brought back to Board at 10/5 meeting. There is a clock on this decision as it relates to the MERP grant awarded to the town.
      ii. No actions taken at this time.

   e. Montgomery Skate Park Update/Recreational Facilities Grant Application (*board action*)
      i. Zack Herringshaw provided an update on the project, including status of funding, and introduced the grant application which Committee is looking to submit. One issues flagged was the all permits are required to be in hand prior to submission. Charlie will connect with Zoning Administrator to confirm whether Conditional Use review is required. Board may look to hold special meeting to sign application pending additional information from ZA.
      ii. No action taken at this time.

f. NWFX and NEK Broadband Agreements (*updates / board action*)
   i. Charlie provided additional information from NWFX pertinent to service at municipal buildings. Original motion to adopt lease agreement included amendment to provision subject to service at municipal buildings, which would not be required to meet the needs of the Town.
   ii. Mark made a motion to approved NWFX lease agreement; seconded by Chris; approved 4-0-1 (Dennis abstains).

5. New Business
   a. Open Approach (*Board joined by Scott Burleson from Open Approach*)
      i. Scott provided an overview related to the options between a Modern Workspace vs. Physical Server Replacement at the Town Office -- Option 1: Server Migration to Modern Workspace (Cloud) $22,000; Option 2: Physical Server Replacement (On-Prem Refresh) $17,000. Discussion ensued.
      ii. Scott will prepare a more comprehensive proposal and cost estimate for the Cloud Server option for Board review.
      iii. No action taken at this time.

6. Public Comment - *see recording*

7. Town Office Personnel – Executive Session per 1VSA 313 (a)(1)(3)
   a. 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 Dennis; approved 5-0
   b. Board entered into executive session at 8:38pm
   c. Board exited executive session at 9:02pm. No action taken.

8. Open Mail / Sign Orders / Administrative Matters
9. Review Action Items for Board Members
10. Adjourn – motion by Dennis; seconded by Chris; approved 5-0. Meeting adjourned at 9:03pm.