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

Minutes of the
REGULAR MEETING OF THE
SELECTBOARD & WATER COMMISSION
Monday June 1st 2026
6:30pm
Town Office (86 Mountain Road)
View Recording:
https://www.youtube.com/playlist?list=PLrBf_FpjKbwcSJm_gBqfFSmPGaVWJXBB7

Meeting called to Order at 6:34pm

In attendance – Charlie Hancock, Dennis Himes (via zoom), Mark Brouillette, Chris Dixson-Boles, Daniel Khan; Visitors: Roberta Baker, Josh Howard; Visitors via zoom: Marlena Valenta w/ NRPC, Cliff Loos

1. Review and make any changes to the agenda – no changes made
2. Review/approve minutes of the May 18th Meeting – motion to approve as written by Mark; seconded by Chris; approved 5-0
3. Public Works
    a. Roads
        i. Review of FY27 Work Plan – Plan was reviewed; discussion ensued with public comment. It was noted that town is using different vendor for gravel, which will address concerns re: quality.
        ii. Damage to West Hill Extension (*potential board action*)
            1. Mark reviewed the incident with the board – property owner on West Hill Extension undertook work on the Class IV road w/out prior approval or guidance from the Town (per Class IV Road Policy), resulting in significant damage which necessitated emergency repairs with an excavator, 7 loads of gravel, and the installation of a new culvert. The board discussed whether to bill the landowner for any portion of the repair work. Mark made a motion that the Town bill the landowner for the excavator time in the amount of $800, but not charge for the materials; seconded by Daniel; approved 5-0.
        iii. General Updates
            1. Recreation Board has requested rocks at Rec Center to control access; Mark has offered to donate material from his farm and will coordinate with Avery/Rec Board to facilitate movement/installation
    b. Water System

            i. Line Inventory Proposal from Otter Creek (*board action*) – Mark moved to approve the proposal from Otter Creek to complete the Lead and Copper Line Inventory in amount of $3,000 to be paid from the Water Budget; seconded by Chris; approved 5-0; motion from Daniel to authorize Mark to sign away from the table; seconded by Chris; 5-0
            ii. General Updates
                1. Note that the Board will address anticipated water rate increase in new fiscal year; conversation pending following FY26 close-out

4. Visitors
    a. Roberta Baker inquired re: Town Office Hours; removal of couch at Hill West Extension

5. Old Business
    a. Municipal Wastewater System Project (*discussion/updates*)
        i. Conversation with DEC re: funding deadlines went well; no immediate conclusion, but the Town has a viable path forward at this point. Bid release pending final review and approval of plan Addendum by DEC.
    b. Streetscape Project (*discussion/updates*) – no updates that this time
    c. PSB Renovation (*discussion/updates*)
        i. NRPC Contract re: Admin Assistance *(board action)* – planning services funded by mini-grant from BGS for $4k; assisting with project tracking and communications between various parties; assistance with MERP grant and reimbursement requests; NRPC is already playing a role in MERP; this will allow for additional assistance in maximizing use of funds. No match required. Motion to sign contract with NRPC agreement for planning services in the amount of $4k made by Chris; seconded by Daniel; approved 5-0
    d. Town Office Hours of Operation (*discussion/potential board action*)
        i. Board reviewed new proposal for adjusted hours of operation with Municipal Clerk, Liz Reighley. Discussion ensued. Motion from Daniel to adopt proposed framework (***attached***); seconded by Chris; approved 4-1-0
    e. Personnel Performance Evaluation / Contract Review
        i. Motion to enter into Executive Session per from Mark per V.S.A. § 313 (a)(1)(A) [*contracts*] and (a)(3) [*evaluation of a public officer or employee*]; seconded by Chris; approved 5-0
        ii. Entered in executive session at 7:28pm
        iii. Motion to exit executive by Daniel; seconded Mark; approved 5-0; board exited executive session 8:10pm
            1. No formal action taken

6. New Business
    a. Liquor/Tobacco Licenses *(board action)*
    b. Fleet Permits *(board action*)
        i. Structural Wood Corp – motion to approved permit from Mark; second by Daniel; approved 5-0

7. Open Mail / Sign Orders / Administrative Matters
8. Review Action Items for Board Members
9. Adjourn
    a. Motion to adjourn by Dennis; seconded by Daniel; approved 5-0
    b. Meeting adjourned at 8:12pm

	Current	**Proposed Open to Public**	**Proposed Closed to Public**
Monday	9 - 3:30	9 - 4:00	
Tuesday	9 -3:30	9 - 3:30	
Wednesday	9- 3:30	9 - 3:30	
Thursday	9 - 2:30	9 - 12	12 - 2:30
Friday	9 - 2	9 - 12	12 - 2:30
	Total Public: 30 hrs.	***Total Public: 26 hrs.***	***Total: 5 hrs.***