



Regular Meeting

Monday, March 16, 2026, 6:00 p.m.

Community Room, 43 Bombardier Road, Milton, VT 05468

In Person and/or Via Zoom

Selectboard Members Present: Darren Adams, Chair (remote); Michael Morgan, Vice Chair; Diane Barrows, Clerk; Leland Morgan, Member; Betsy Paret, Member

Selectboard Members Absent: None

Staff Present: Chris Taylor, Town Manager; Brittany Tradup, Executive Assistant to the Town Manager; Amber N. Baker, Finance Director; Hannah Luman, Recreation Director; Allyssa Downs, Public Works Project Manager; Ben Nappi, Assistant Recreation Director (remote)

Others Present: Catherine Vadnais; Joseph Duquette; Robin Travers (remote); Shannon Gunderson, Milton Independent (remote)

I. Call to Order

M. Morgan called the meeting to order at 6:01 p.m.

II. Flag Salute

M. Morgan led the attendees in the Pledge of Allegiance.

III. Agenda Review

C. Taylor requested adding Contracts to the Executive Session. A clarification was made regarding Alan Fletcher. The agenda listed him as Chair of the Library Trustees, but he is no longer in that position. He is representing the Friends of Milton Public Library.

IV. Public Forum

None.

V. Consent Agenda

- **Approval of Selectboard Meeting Minutes of 03.02.2026**
- **Approval of Joint Meeting (Information Meeting) Minutes of 03.02.2026**
- **Approval of Selectboard Special Meeting Minutes of 03.05.2026**
- **Approval of Warrant #19**

A. Baker made a minor clarification regarding a vendor name on the warrant, noting that the issue had been resolved.

Motion made by B. Paret to approve the Consent Agenda, with a second by L. Morgan. Motion approved unanimously.

Alan Fletcher was not yet present, so the agenda item "Approval to Apply for HUD Grant" was moved down.

VI. Award Bid for 2026 July 4th Fireworks Contract

Hannah Luman, Recreation Director

H. Luman presented a proposal and the following resolution, requesting to award a three-year contract to Central Maine Pyrotechnics for \$15,000 per year, with an option to increase the show size with a budget up to \$25,000 if sponsorships are secured.

D. Barrows expressed concern regarding transparency, as the original RFP did not explicitly state a three-year commitment was an option. C. Taylor noted the purchasing policy allows for negotiations in the Town's best interest.

Award 2026 Bid for July 4th Fireworks Contract

WHEREAS, on February 6, 2026, the Recreation & Parks Department issued a request for proposals to solicit bids from individuals or businesses interested in performing the July 4th 2026 Fireworks display, located at Bombardier Park West, 20 Park Place Milton, VT 05468. Bids were to include the shell count, experience, pricing and budget, and agreement to procure and maintain the necessary insurance of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate; and

WHEREAS, bids were due to the Recreation & Parks Department no later than 3:00 p.m. on February 20, 2026; and

WHEREAS, as of the deadline, the Town received one (1) qualified proposal from Central Maine Pyrotechnics of \$15,000, with an agreement to follow all laws set by the state of Vermont and Division of Fire Safety and carry the minimum or more amount of insurance; and

WHEREAS, this was the only proposal that met all requirements, and Central Maine Pyrotechnics performed the July 4th Fireworks display with no problems in 2021 and 2022; and

WHEREAS, the funds will be paid from the July 4th Town Celebration and July 4th Donations budget lines in the Recreation & Parks budget; and

WHEREAS, Central Maine Pyrotechnics has requested a three-year contract; and

WHEREAS, Recreation & Parks anticipates increased July 4th donations as 2026 is America's 250th anniversary; and

WHEREAS, Central Maine Pyrotechnics has indicated that we may provide them with a final budget anytime before June 8th, 2026, and they can increase the size of the Fireworks Display commensurate with any increase in our budget; and

NOW, THEREFORE, BE IT RESOLVED, that the Selectboard authorizes the Town Manager or their designee to sign a three-year contract for Central Maine Pyrotechnics to perform the July 4th Fireworks display for years 2026 through 2028, with payment in the amount of \$15,000 each year, with the option to increase the size of the fireworks display with commensurate payment not to exceed \$25,000 if additional funding becomes available.

Motion made by L. Morgan to authorize the Town Manager or their designee to sign a three-year contract for Central Maine Pyrotechnics to perform the 4th of July fireworks display for the years 2026 through 2028 with payment in the amount of \$15,000 each year with the option to

increase the size of the fireworks display with commensurate payment not to exceed \$25,000 if additional funding becomes available, with a second by D. Adams. Motion approved. D. Adams, M. Morgan, L. Morgan and B. Paret voted in favor, and D. Barrows voted opposed.

VII. Approval to Apply for the VTrans Class II Paving Grant

Allyssa Downs, Public Works Project Manager

A. Downs requested approval to apply for a \$200,000 paving grant. If awarded, the grant funding would be used for paving improvements on Main Street and Westford Road, beginning at the railroad tracks and continuing to Ted Road. The department of public works estimates the total project cost to be approximately \$390,000. Through this application, the Town will request the maximum grant award of \$200,000, with the remaining project costs to be covered by the Town

Motion made by L. Morgan to approve Allyssa Downs to move forward with applying for the VTrans Class II Paving Grant, with a second by D. Barrows. Motion approved unanimously.

VIII. Approval to Apply for the VTrans Structures Grant

Allyssa Downs, Public Works Project Manager

A. Downs presented a request to apply for a grant to fund the design and planning phase of replacing a concrete box culvert on School Street that is currently affecting a sewer line. The department of public works anticipates that the design work will be completed by 2027, after which the Town will apply for the structures grant funding again to support construction in the following year. A. Downs requested \$75,000 from VTrans for this phase of the project, and the Town will be required to provide a 20% match.

Motion made by B. Paret to apply for the VTrans structures grant, with a second by D. Adams. Motion approved unanimously.

IX. Approval to Apply for Two DWSRF Planning Loans for Water System Projects

Allyssa Downs, Public Works Project Manager

The Drinking Water State Revolving Fund (DWSRF) is a federal and state funding program that provides low-interest loans and, in some cases, principal forgiveness to municipalities for drinking water infrastructure projects. The program is intended to help communities plan, design, and construct improvements that protect public health and ensure safe and reliable drinking water systems.

A. Downs requested approval to apply for a DWSRF loan to support two water system projects: a water storage capacity evaluation project and a service line identification project.

Motion made by B. Paret to apply for two DWSRF planning loans for water systems projects, with a second by L. Morgan. Motion approved unanimously.

X. Approval to Proceed with Maplewood and Water/Wastewater Plant Site Paving Projects

Allyssa Downs, Public Works Project Manager

A. Downs requested utilizing unspent CIP enterprise funds to pave Maplewood Avenue to the pump station and the wastewater plant parking lot. D. Adams questioned the necessity of paving the plant driveway, over other public roads, and requested specific cost estimates.

Motion made by L. Morgan to table this item until the next meeting or until cost estimates for the projects can be provided, with a second by B. Paret. Motion approved unanimously.

XI. Approval to Apply for HUD Grant

Cathy Vadnais and Joseph Duquette, representing Friends of the Milton Library

On behalf of the Friends of the Milton Library, C. Vadnais and J. Duquette presented a request to apply for a HUD grant for \$96,438 to fund safety and accessibility improvements at the library. The project includes creating a separate library entrance and replacing a leaking book drop box. It was noted that this grant requires no Town match.

Motion made by B. Paret to approve the Friends of the Milton Library to apply for a HUD grant in the amount of \$96,438.00, with a second by D. Adams. Motion approved unanimously.

XII. Return VTrans Grant for Public Works Facility Salt and Sand Shed

Chris Taylor, Town Manager

C. Taylor explained that the Town plans to return a \$500,000 grant due to federal stipulations that would delay the project and increase costs beyond what is efficient. The Town is instead moving forward with the project using impact fees and funds from the general fund balance to ensure the shed is ready for the upcoming season. D. Adams expressed frustration with the state/federal requirements and requested the Town ask for reimbursement for staff time invested in the process. There was further discussion around this concern and request.

Motion made by L. Morgan to table this item until questions regarding recourse or reimbursement are answered, with a second by D. Barrows. Motion approved unanimously.

XIII. Update from Town Manager and Board Members

Chris Taylor, Town Manager

C. Taylor presented the following updates:

- The Downtown Core Master Plan workshop on Saturday, March 14 was productive, with great participation from board members and commissioners. Thank you to participants and staff for a successful event.
- Dog registrations are due April 1st. A rabies and registration clinic will be held March 28th from 9:00 a.m. to 12:00 p.m. at the Milton Fire Station.
- The annual Egg Hunt is scheduled for April 4th at Bombardier Park West.
- Announced signed entertainment permits for the Community Fun Run (May 3), Backing the Brave Community Dinner (April 3), and St. Patrick's Day Dinner at the Grange (March 15).

B. Paret thanked the Board and staff for their welcome.

D. Barrows followed up on the upcoming public hearings for the Town Plan and amendments to the Unified Development Regulations (UDR). C. Taylor confirmed that the first hearing will be part of a special meeting on March 20 and the second hearing will be part of the Selectboard Regular Meeting on April 6.

XIV. Executive Session – Real Estate and Contracts

Motion made by D. Barrows to find that premature knowledge about Real Estate and Contracts would cause the Town or person to suffer a substantial disadvantage. Second by L. Morgan. Motion approved unanimously.

Motion made by D. Barrows to enter into executive session at 7:07 p.m. to discuss Real Estate and Contracts under the provisions of 1 VSA 313 (a)(1) and (a)(2) of the Vermont Statutes; to include the following; Selectboard members: D. Adams, M. Morgan, D. Barrows, L. Morgan and B. Paret; Town Manager, C. Taylor; Deputy Town Manager & Finance Director Amber Baker. Second by L. Morgan. Motion approved unanimously.

**Motion made by L. Morgan to close executive session at 7:38 p.m., with a second by D. Barrows.
Motion approved unanimously.**

XV. Adjournment

**Motion made by L. Morgan to adjourn the meeting at 7:42 p.m., with a second by D. Barrows.
Motion approved unanimously. Meeting adjourned by M. Morgan.**

All documents pertaining to this meeting may be viewed using the following link:

https://miltonvt.sharepoint.com/:f:/s/TownOfMiltonFilesFolders/IgCFkybcAr2pSbM5E7pDjp-UARh42B0_3Mbl-WNW8MH2hjU?e=JyivbZ

A video recording of this meeting can be found at the following location:

<https://miltonvt.sharepoint.com/:v:/s/TownOfMiltonFilesFolders/IQCULMr6wEZNT6c2psGg34OIATx5SJRZtj4qk7JSSpC8aFk?e=sbqBld>

Minutes recorded and submitted by Brittany Tradup, Executive Assistant to the Town Manager

APPROVED
MINUTES:

Diane Barrows, Selectboard Clerk

Date

ATTEST:

Milton Town Clerk

Filed this day with the Milton
Town Clerk's Office.