



Regular Meeting

Monday, April 6, 2026, 6:00 p.m. (*Immediately Following Liquor Board Meeting & Public Hearing*)
Community Room, 43 Bombardier Road, Milton, VT 05468
In Person and/or Via Zoom

Selectboard Members Present: Michael Morgan, Vice Chair; Diane Barrows, Clerk; Leland Morgan, Member; Betsy Paret, Member

Selectboard Members Absent: Darren Adams, Chair

Staff Present: Chris Taylor, Town Manager; Brittany Tradup, Executive Assistant to the Town Manager; John Bartlett, HR and Operations Director; Amber N. Baker, Deputy Town Manager and Finance Director; Hannah Luman, Recreation Director (remote); Ben Nappi, Assistant Recreation Director; Amanda Pitts, Planning & Zoning Director; Cassandra LaFayette, Planning & Zoning Officer

Others Present: Pia Yarnell; Ben Dewey; Joseph Duquette; Allison Duquette; Michael Thompson; Sean Tatro; Catherine Vadnais; Chuck Wilton; Wendy Wilton; Brenda Steady; Tony Micklus; Denise Hughes; Tom Hughes; Mike McCormick; Robert Morin (remote); Shannon Gunderson, Milton Independent (remote); Kary Towne (remote)

I. Call to Order

M. Morgan called the meeting to order at 7:09 p.m.

II. Flag Salute

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

III. Agenda Review

Item IX (Adoption of Policy TM410.081) was removed from the agenda, as the Town Treasurer was ill.

IV. Public Forum

None.

V. Consent Agenda

- **Approval of Selectboard Meeting Minutes of 03.16.2026**
- **Approval of Public Hearing and Special Meeting Minutes 03.20.2026**
- **Approval of Warrant #20**

Motion made by L. Morgan to approve the Consent Agenda, with a second by B. Paret. D. Barrows noted that she had some questions that had already been answered. Motion approved unanimously.

VI. Recognition of Service by Brenda Steady, Selectboard Member

Chris Taylor, Town Manager

M. Morgan read the following resolution aloud and presented the commemorative plaque to B. Steady:

Recognition of Service by Brenda Steady, Selectboard Member

WHEREAS, Brenda Steady has generously given service to the Town as a Selectboard Member from 2015-2016, 2018-2019 and 2020-2026; and,

WHEREAS, on the occasion of Brenda Steady's departure from the Selectboard, the Board wishes to express its gratitude for her service, leadership and careful stewardship of the Town on behalf of its citizens.

THEREFORE, BE IT RESOLVED, by the Selectboard of the Town of Milton, that it is with deep appreciation for the many years of outstanding and dedicated service to the Town that the Board presents a plaque (pursuant to the Selectboard Recognition Policy) commemorating the 8 years of service given by Brenda Steady, as well as updating the plate bearing her name to the Selectboard service plaque.

Motion made by M. Morgan to approve the resolution recognizing the service of Brenda Steady, with a second by L. Morgan. Motion approved unanimously.

VII. Adopt Town of Milton's 2026-2034 Town Plan

Amanda Pitts, Planning & Zoning Director; Cassandra LaFayette, Planning & Zoning Officer

M. Morgan stated the following: "The Selectboard has received and considered public comments pursuant to 24 V.S.A. §4384, including testimony and written submissions, and will move forward with adoption of the Town Plan. The Selectboard further acknowledges its acceptance of the Draft 2026–2034 Town Plan on March 20, 2026, and the Planning Commission's approval of the draft on March 24, 2026."

Motion made by L. Morgan to adopt the Town of Milton's 2026–2034 Town Plan pursuant to 24 V.S.A. §4385, with a second by D. Barrows. Motion approved. B. Paret abstained from voting because she had served as the Chair of the Planning Commission during the period when this document was written.

The following resolution was also presented for signatures.

Adoption of 2026-2034 Town Plan

WHEREAS, the Milton Planning Commission, with support of the Town of Milton Staff, prepared the Draft 2026–2034 Town Plan in accordance with 24 V.S.A. §4384, including public engagement and at least one duly warned public hearing; and

WHEREAS, the Planning Commission held their duly warned public hearing on the proposed Draft 2026–2034 Town Plan on February 17, 2026, and approved submission of the Draft 2026-2034 Town Plan to the Milton Selectboard for consideration; and

WHEREAS, the Milton Selectboard held duly warned public hearings on the proposed Town Plan on March 20, 2026, and April 6, 2026, in accordance with 24 V.S.A. §4384; and

WHEREAS, any modifications to the proposed Draft 2026-2034 Town Plan were made in accordance with statutory requirements and provided to the Planning Commission for review and acceptance on March 24, 2026; and

WHEREAS, the Selectboard has reviewed the proposed Draft 2026-2034 Town Plan and considered public comment received during the public hearing process, including both oral testimony and written submissions; and

WHEREAS, the Selectboard finds that the statutory requirements for adoption of a municipal plan have been satisfied and that adoption of the 2026-2034 Town Plan is in the best interests of the Town of Milton; and

WHEREAS, the Selectboard is authorized to adopt a municipal plan pursuant to 24 V.S.A. §4385;

NOW, THEREFORE, BE IT RESOLVED, that The Milton Selectboard hereby adopts the 2026-2034 Town Plan, dated April 6, 2026, as the official municipal plan of the Town of Milton.

VIII. Adopt Amendments to Milton's Unified Development Regulations

Amanda Pitts, Planning & Zoning Director; Cassandra LaFayette, Planning & Zoning Officer

M. Morgan stated the following: "The Selectboard has received and considered public comments pursuant to 24 V.S.A. §4441, including testimony and written submissions, and will move forward with adoption of the proposed amendments to the Unified Development Regulations. The Selectboard further acknowledges its acceptance of the proposed amendments on March 20, 2026, and the Planning Commission's approval of the draft on March 24, 2026."

Motion made by L. Morgan to adopt the proposed amendments to the Unified Development Regulations pursuant to 24 V.S.A. §4441, with a second by D. Barrows. Motion passed. B. Paret abstained from voting because she had served as the Chair of the Planning Commission during the period when this document was written.

The following resolution was also presented for signatures.

Adoption of Amendments to the Unified Development Regulations

WHEREAS, the Milton Planning Commission, with support of the Town of Milton Staff, prepared proposed amendments to the Unified Development Regulations (UDR) in accordance with 24 V.S.A. §4441, including public engagement and at least one duly warned public hearing; and

WHEREAS, the Planning Commission held a duly warned public hearing on the proposed UDR amendments on February 17, 2026, and voted to approve and transmit the proposed amendments to the Milton Selectboard for consideration; and

WHEREAS, the Selectboard held a duly warned public hearing on the proposed UDR amendments on March 20, 2026 and April 6, 2026, in accordance with 24 V.S.A. §4441; and

WHEREAS, any modifications to the proposed UDR amendments were made in accordance with statutory requirements, including consideration of whether such changes were substantial under 24 V.S.A. §4442, and were provided to the Planning Commission for review as required; and

WHEREAS, the Selectboard has reviewed the proposed UDR amendments and considered public comment received during the public hearing process, including both oral testimony and written submissions; and

WHEREAS, the Selectboard finds that the proposed UDR amendments are consistent with the duly adopted 2026–2034 Town Plan and are in conformance with the requirements of 24 V.S.A. Chapter 117; and

WHEREAS, the Selectboard finds that the statutory requirements for adoption of zoning bylaws have been satisfied and that adoption of the UDR amendments is in the best interests of the Town of Milton; and

WHEREAS, the Selectboard is authorized to adopt, amend, or repeal bylaws pursuant to 24 V.S.A. §4442;

NOW, THEREFORE, BE IT RESOLVED, that The Milton Selectboard hereby amends the Unified Development Regulations, dated April 6, 2026, to be effective in accordance with 24 V.S.A . §4442(c).

IX. Award Bid for Multipurpose Recreation Area Asphalt Overlay

Ben Nappi, Assistant Recreation Director

B. Nappi presented a rehabilitation plan for the basketball courts at Bombardier Park West that includes an asphalt overlay to resolve existing drainage and cracking issues. This project will be completed by applying filler and finish paint to properly resurface and realign the multipurpose recreation area.

He then presented the following resolution for adoption:

Award Bid for Multipurpose Recreation Area Asphalt Overlay

WHEREAS, the Administrative Code Purchasing Policy duly adopted by the Selectboard of the Town of Milton and amended January 20, 2026, requires competitive bidding and Selectboard approval for purchases over \$15,000 by the Town; and

WHEREAS, the multipurpose recreation area at Bombardier Park West that includes existing basketball courts is in disrepair, including poor drainage, cracks, and large areas of destroyed surface paint; and

WHEREAS, on February 11, 2026, the Recreation & Parks Department issued a request for proposals to solicit bids from qualified paving contractors for Multipurpose Recreation Area Asphalt Overlay at Bombardier Park West, with bids due no later than 3:00 p.m. on March 4, 2026; and

WHEREAS, as of the deadline, the Town received five (5) proposals; and

WHEREAS, the Recreation & Parks Department then asked all bidders for additional options to include the required use of 100% Virgin Asphalt if not already included, and adjusted bids were provided as follows:

1. Premier Paving, Inc: \$29,725.00 (with requested adjustment: \$33,725.00)
2. S.D. Ireland: \$45,000.00 (with requested adjustment: \$40,000.00)
3. Pine State Asphalt, Inc.: \$69,500.00 (no adjustment received)
4. Vermont Recreational Surfacing & Fencing, Inc.: \$91,450.00 (no adjustment received)
5. J.A. McDonald, Inc.: \$127,000 (with requested adjustment: \$53,000.00)

WHEREAS, after bid review, the Recreation & Parks Department recommends the contract be awarded to Premier Paving, Inc., with the lowest qualified adjusted bid in the amount of \$33,725.00; and

WHEREAS, the funds will be paid from the following sources:

- VT Buildings & General Services Building Communities Grant: \$16,862.50
- CIP Basketball Courts Rehab Project Impact Fees: \$8,400
- CIP Basketball Courts Rehab Project General Fund: \$8,462.50
- Recreation & Parks Maintenance & Parks Operating Budget: up to \$6000.00 for contingencies

NOW, THEREFORE, BE IT RESOLVED, that the Selectboard authorizes the Town Manager or their designee to execute the necessary documents to award the contract for the Multipurpose Recreation Area Asphalt Overlay at Bombardier Park West to Premier Paving, Inc., with payment in the amount of \$33,725.00, and to expend no more than \$6000.00 for contingencies.

Motion made by B. Paret to authorize the Town Manager or their designee to execute the necessary documents to award the contract for the Multipurpose Recreation Area Asphalt Overlay at Bombardier Park West to Premier Paving, Inc., with payment in the amount of \$33,725.00, and to expend no more than \$6000.00 for contingencies, with a second by L. Morgan. Motion approved unanimously.

X. Award Bid for Multipurpose Recreation Area Surfacing

Ben Nappi, Assistant Recreation Director

B. Nappi presented the following resolution for adoption:

Award Bid for Multipurpose Recreation Area Surfacing

WHEREAS, the Administrative Code Purchasing Policy duly adopted by the Selectboard of the Town of Milton and amended January 20, 2026, requires competitive bidding and Selectboard approval for purchases over \$15,000 by the Town; and

WHEREAS, the multipurpose recreation area at Bombardier Park West that includes existing basketball courts is in disrepair, including poor drainage, cracks, and large areas of destroyed paint; and

WHEREAS, on February 11, 2026, the Recreation & Parks Department issued a request for proposals to solicit bids from qualified sports court suppliers for Multipurpose Recreation Area Surfacing at Bombardier Park West, with bids due no later than 3:00 p.m. on March 4, 2026; and

WHEREAS, as of the deadline, the Town received the following four (4) proposals:

1. Vermont Recreational Surfacing & Fencing, Inc.: \$15,600.00
2. Advantage Tennis: \$18,778.00
3. Vermont Tennis Court Surfacing: \$22,770.00
4. Pine State Asphalt, Inc.: \$33,700

WHEREAS, after bid review, the Recreation & Parks Department recommends the contract be awarded to Vermont Recreational Surfacing & Fencing, Inc. with the lowest qualified bid in the amount of \$15,600.00; and

WHEREAS, the funds will be paid from the following sources:

- VT Buildings & General Services Building Communities Grant: \$1537.50
- Unused CIP Electricity to Bombardier Park East Pavilion Project: \$1234.80
- CIP Basketball Courts Rehab Project General Fund: \$11,137.50
- Recreation & Parks Maintenance & Repairs Operating Budget: \$1690.20 (plus up to \$3000.00 for contingencies)

NOW, THEREFORE, BE IT RESOLVED, that the Selectboard authorizes the Town Manager or their designee to execute the necessary documents to award the contract for the Multipurpose Recreation Area Surfacing at Bombardier Park West to Vermont Recreational Surfacing & Fencing, Inc., with payment in the amount of \$15,600.00, and to expend no more than \$3000.00 for contingencies.

Motion made by L. Morgan to authorize the Town Manager or their designee to execute the necessary documents to award the contract for the Multipurpose Recreation Area Surfacing at Bombardier Park West to Vermont Recreational Surfacing & Fencing, Inc., with payment in the amount of \$15,600.00, and to expend no more than \$3000.00 for contingencies, with a second by B. Paret. Motion approved unanimously.

XI. Lamoille Solar Array – Landlord’s Release and Consent

Chris Taylor, Town Manager

C. Taylor explained that the Landlord’s Release and Consent is a standard banking requirement allowing a lender to reassign the solar array lease if the developer defaults. He requested that the board ratify his previous signature on the document to meet a closing deadline and reported that Norwich Technology is taking over construction with work beginning this month.

Motion made by L. Morgan to ratify the Town's agreement with Milton Lamoille Solar LLC and Community National Bank regarding the Landlord's Release and Consent and the Town Manager's signature to the said agreement, with a second by D. Barrows. Motion approved unanimously.

XII. Update from Town Manager and Board Members

Chris Taylor, Town Manager

C. Taylor provided the following updates:

- The following Entertainment Permits were recently approved:
 - Milton Little League Opening Day: Scheduled for May 9, 2026, featuring a parade with the fire and police departments and an appearance by "Champ" from the Lake Monsters.
 - Freedom Fest 2026 Barbecue: Set for August 8, 2026 at Bombardier Park West, featuring several live bands.
 - Mystic Market and Psychic Expo: Taking place at the Milton Grange on October 3, 2026
- Amanda Pitts was promoted to the role of Planning and Zoning Director following an internal search.
- The search for a new Town Planner is active, with interviews scheduled to begin the week of the meeting.
- A large kickoff meeting for the Hourglass Project was held on March 24th. Engineers Construction Incorporated (ECI) won the bid and has begun surveying and staging materials at the DPW building. The construction will prioritize building two connecting roads (Pillsbury Crossing and the Whisper Lane Extension) first, before moving to Route 7 activity later in the summer. Traffic will be managed by keeping one lane open at all times, using the new connecting roads for diversions. A project landing page will be established to allow residents to sign up for email updates. The goal is to complete the majority of the project during the current construction season, with final completion expected by July of 2027.
- Taylor announced that he has resigned from the Vermont State House to focus exclusively on his role as Milton's Town Manager. He noted that a full week spent in the Town offices during Town Meeting week solidified his decision to leave the legislature. He specifically thanked the Town office staff for their extra effort, which made it possible for him to manage both roles simultaneously, and he thanked the Selectboard for allowing him to serve in both capacities for as long as he did. He remarked that it was a "truly an honor" to serve the community at the state level, and he mentioned that his legislative position has already been filled and described the change as a "very smooth transition" .

XIII. Executive Session – Contracts

Motion made by D. Barrows to find that premature knowledge about 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 7:36 p.m. to discuss Contracts under the provisions of 1 VSA 313 (a)(1) of the Vermont Statutes; to include the following; Selectboard members: M. Morgan, D. Barrows, L. Morgan and B. Paret; Town Manager, C. Taylor; Director of Administration and HR John Bartlett;. Second by L. Morgan. Motion approved unanimously.

Motion made by L. Morgan to close executive session at 8:24 p.m., with a second by B. Paret. Motion approved unanimously.

No action was taken as a result of the Executive Session.

XIV. Adjournment

**Motion made by L. Morgan to adjourn the meeting at 8:25 p.m., with a second by B. Paret.
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/IgBjBOqFaOuySL89q4DpLatEAXqIOi-PoMennUz2xT6lRb0?e=uYEiu0>

A video recording of this meeting can be found at the following location:
<https://miltonvt.sharepoint.com/:v:/s/TownOfMiltonFilesFolders/IQCV-ynF85naTln26EbR5nbWAVF4nkUgJ266p5MXTvcxe20?e=FW3EBE>

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.