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**Regular Meeting**

Monday, May 4, 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, Deputy Town Manager and Finance Director; John Bartlett, HR and Operations Director; Cassandra LaFayette, Town Planner; Frank Scalise, Police Chief

**Others Present:** William Pikul, Conservation Commission Chair; Joseph Duquette, Conservation Commission Member; Tim Cunningham, Conservation Commission Member; Michael Frett, *The Islander*; Clayton Clark, Green Mountain Transit (GMT) (remote); Sarah Reeves, Chittenden County Solid Waste District (remote); Shannon Gunderson, *Milton Independent* (remote); Beth Parent, Chittenden County Solid Waste District (remote)

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**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**

No changes.

**IV. Public Forum**

None.

**V. Consent Agenda**

- Approval of Selectboard Meeting Minutes of 04.20.2026
- Approval of Warrant #22

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

**VI. Conservation Commission Update**

*William Pikul, Conservation Commission Chair*

W. Pikul provided a progress report on recent projects, including the unveiling of new banners and kiosks for the Town Forest, Lamoille River Walk, and Eagle Mountain. He highlighted the nearly complete ADA viewing platform at the Town Forest, which was funded by a \$60,000 VOREC grant and designed for wheelchair accessibility. Pikul also promoted the upcoming Milton BioBlitz on July 25th and 26th. There was discussion about potential future improvements, such as expanding the Town Forest parking lot and implementing a "Trail Ambassador" program for residents to report trail conditions.

**VII. Approval to Apply for the 2027 Vermont Highway Safety Office (SHSO) Education Grant**

*Frank Scalise, Chief of Police*

Chief Scalise requested approval to apply for an annual education grant to purchase traffic safety educational material to assist in the continued education of the public and officers on the topics of distracted, impaired and aggressive driving. It will also be used to pay for associated salaries of Officers participating in educational events, equipment and officer time for safety events like National Night Out.

**Motion made by B. Paret to approve applying for the 2027 Vermont Highway Safety Office education grant, with a second by D. Adams. Motion approved unanimously.**

**VIII. Approve New ADA Paratransit Methodology (Formula for Apportionment)**

*Clayton Clark, General Manager, Green Mountain Transit (GMT)*

Town Manager C. Taylor explained that a vote is no longer required for the ADA methodology, as a majority of member partners have already approved it. Therefore, Milton abstained from voting.

**IX. Update on Older Adults and Persons with Disabilities (O&D) Program**

*Clayton Clark, General Manager, Green Mountain Transit (GMT)*

C. Clark provided an update on GMT's financial challenges and its transition back to an "urban only" mission. The O&D program will be transferred to Rural Community Transportation (RCT), though service to Milton residents is expected to remain seamless. Clark noted that Milton's Franklin commuter route is performing well and is not currently targeted for service reductions.

**X. Chittenden Solid Waste District (CSWD) Fiscal Year 2026 Proposed Budget**

*Sarah Reeves, Executive Director, CSWD*

S. Reeves presented the proposed FY26 budget and addressed a recent phishing scam that resulted in a \$3 million loss for the district. While member towns will not be assessed for the loss, it has caused a delay in the refurbishment of the Milton Drop-Off Center, which is now projected for completion around FY30. Proposed fee changes include a \$1.00 facility use fee per vehicle at drop-off centers to help replenish capital reserves. The Selectboard took no action, as the item will return for a formal vote at a subsequent meeting.

**XI. Adopt Updated Procedural Bylaws for the Economic Development Commission**

*Chris Taylor, Town Manager and Ex-Officio Chair of the EDC*

C. Taylor presented updated bylaws for the EDC to align them with other Town commissions. EDC members voted at their meeting on April 22 to accept the bylaws and present them to the Selectboard for adoption. Notable changes include adding an annual reorganization meeting and a provision allowing any member to serve as Chair, rather than designating the role to the Town Manager.

**Motion made by B. Paret to adopt the updated procedural bylaws for the Economic Development Commission as presented, with a second by L. Morgan. Motion approved unanimously.**

**XII. Adopt Updated Policy #TM410.056: Selectboard Agenda Policy**

*Chris Taylor, Town Manager*

C. Taylor recommended adopting "Version 2" of the policy, which clarifies the process for Town officials, board members, and residents to request items for the meeting agenda. D. Adams requested that a reference to the Town Charter be added regarding Selectboard members adding items to the agenda.

**Motion made by L. Morgan to adopt Policy #TM410.056 Selectboard Agenda Policy Version 2, with an amendment to include a reference to the Town Charter, with a second by B. Paret. Motion approved unanimously.**

**XIII. Adopt Updated Policy #TM410.012: Town Identification on Town-Owned Vehicles**

*Chris Taylor, Town Manager*

C. Taylor presented an update to align vehicle identification with the Town's branding policy, utilizing the Town logo instead of the Town seal on new vehicles.

**Motion made by B. Paret to adopt Policy #TM410.012 regarding Town identification on Town-owned vehicles, with a second by L. Morgan. Motion approved unanimously.**

**XIV. Adopt Updated Policy #TM410.016: Surplus Equipment Disposal Policy**

*Chris Taylor, Town Manager*

C. Taylor presented the updated policy, which modernizes the disposal process for Town property by designating auctions, especially online auctions, as the primary method, replacing outdated references to newspaper listings.

**Motion made by L. Morgan to adopt Policy #TM410.016 Surplus Equipment Disposal Policy, with a second by B. Paret. Motion approved unanimously.**

**XV. Approval for Revised Purchase of Ford Transit Van**

*Amber N. Baker, Deputy Town Manager and Finance Director*

A. Baker requested a revision to a purchase previously approved on April 20, 2026. A 2025 model of the Ford Transit van is available sooner and at a savings of \$6,485 compared to the 2026 model.

**Authorization to Purchase a Ford Transit Van (Revised)**

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 Select Board approval for purchases over \$15,000.00 by the Town; and

WHEREAS, the funding for a van type vehicle was budgeted in the Vehicles lines of the FY26 Water and Wastewater Budget, with a cost not to exceed \$100,000.00; and

WHEREAS, on April 20, 2026, the Selectboard authorized the purchase of a 2026 Ford Transit T-150 AWD van from Formula Ford of Rutland, VT in the amount of \$47,460.00 and approved up to \$15,000.00 for purchasing and installing the necessary equipment to outfit the vehicle; and

WHEREAS, in the process of proceeding with the purchase, Formula Ford of Rutland, VT notified the Town on April 30, 2026, that a 2025 Ford Transit T-150 AWD was now available for a purchase price of \$45,975.00, which would save the Town \$2,000.00; and

WHEREAS, the revised proposal also included an estimate for the purchase and installation of equipment to outfit the vehicle for \$8,105, so the requested amount needed should not exceed \$10,000.

THEREFORE, BE IT RESOLVED, that the Selectboard authorizes the Town Manager or their designee to execute the necessary documents for the purchase of a 2025 Ford Transit T-150 AWD van from Formula Ford of Rutland, VT in the amount of \$45,975.00 and approves up to \$10,000.00 for purchasing and

installing the necessary equipment to outfit the vehicle with funding to be split (50/50) between the Water and Wastewater Vehicles Capital Improvement Plan funds. This authorization replaces the previously approved purchase of a 2026 Ford Transit T-150 AWD van from April 20, 2026.

**Motion made by B. Paret to authorize the Town Manager or their designee to execute the necessary documents for the purchase of a 2025 Ford Transit T-150 AWD van from Formula Ford of Rutland, VT in the amount of \$45,975.00 and approve up to \$10,000.00 for purchasing and installing the necessary equipment to outfit the vehicle with funding to be split (50/50) between the Water and Wastewater Vehicles Capital Improvement Plan funds. This authorization replaces the previously approved purchase of a 2026 Ford Transit T-150 AWD van from April 20, 2026, with a second by L. Morgan. Motion approved unanimously.**

## **XVI. Update from Town Manager and Board Members**

*Chris Taylor, Town Manager*

C. Taylor provided the following updates:

- Green Up Day and Park Spruce Up Day were this past Saturday. There was great participation at both events. C. Taylor thanked the Conservation Commission, volunteers and everyone who participated.
- Officer William Bosworth retired on April 30th after 26 years of service to the Milton Police Department. Taylor noted that he also served 32 years of U.S. military, including as active duty in both the Gulf War and in Somalia. His service to both the Town and to the country represents a remarkable commitment to serving others. Taylor thanked him for his dedication and also thanked his family for sharing Officer Bosworth with our community for so many years.
- Construction has begun on the new salt shed. A \$25,000 change order for wall sealing was covered by existing project contingency funds. The Town should be able to use the new salt shed next winter.
- The Town is exploring a new assessment of the Milton Pond Dam, which has not been evaluated in 11 years.
- The Fieldhouse bathroom and drinking fountains are officially open for the season. The restrooms are open daily from 7:45 to 8:00 p.m.
- Vivian Warner was hired as the part-time Planning and Zoning Officer, and she will start next Tuesday, May 12.
- UKG is ready to roll out the Town's new electronic timekeeping system. The Town will be meeting with them next week to discuss the next steps.
- Entertainment permits were approved for a Milton Pride event (6/27), cornhole and horseshoe league events (multiple dates), and the Masonic Seneca Lodge car show (7/11).

## **XVII. Executive Session – Contracts and Personnel**

**Motion made by D. Barrows to find that premature knowledge about Negotiations, Grievances, and Legal [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 7:54 p.m. to discuss Negotiations, Grievances and Legal [Contracts] under the provisions of 1 VSA 313 (a)(1) 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; Director of Administration and HR John Bartlett; and Chief of Police Frank Scalise. Second by L. Morgan. Motion approved unanimously.**

**Motion made by L. Morgan to close executive session at 8:49 p.m., with a second by D. Barrows. Motion approved unanimously.**

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

**XVIII. Adjournment**

**Motion made by L. Morgan to adjourn the meeting at 8:52 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/IgB8F\\_Vgd1SITJwV1EqLYYBAVM1Ioc4cq3Ter125q3jKG4?e=ZU4awQ](https://miltonvt.sharepoint.com/:f:/s/TownOfMiltonFilesFolders/IgB8F_Vgd1SITJwV1EqLYYBAVM1Ioc4cq3Ter125q3jKG4?e=ZU4awQ)

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

[https://miltonvt.sharepoint.com/:v:/s/TownOfMiltonFilesFolders/IQBn82gw788IQ7fkqplDWExnAUXjD0T-gJKxr9\\_i-b6LQVs?e=hXThH3](https://miltonvt.sharepoint.com/:v:/s/TownOfMiltonFilesFolders/IQBn82gw788IQ7fkqplDWExnAUXjD0T-gJKxr9_i-b6LQVs?e=hXThH3)

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.