



Regular Meeting

Monday, June 1, 2026, 6:00 p.m.

Community Room, 43 Bombardier Road, Milton, VT 05468

In Person and/or Via Zoom at:

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

Selectboard Members Absent: Leland Morgan, Member

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 (remote); Hannah Luman, Recreation Director (remote); Amanda Pitts, Planning & Zoning Director; Cassandra Lafayette, Town Planner

Others Present: Liz Curry, CommonLand Solutions, LLC (remote); Julie Rutz; Chuck Wilton; Brenda Steady; Benjamin Frye; Sean Tatro; Marty Steinhausen; Joseph Duquette; Shannon Gunderson, Milton Independent (remote); John Bartlett (remote); Mike McCormick (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

No changes.

IV. Public Forum

None.

V. Consent Agenda

- Approval of Selectboard Meeting Minutes of 05.18.2026
- Approval of Warrant #24

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

VI. Vermont Economic Progress Council (VEPC) Tax Increment Financing (TIF) Update and Certification of Increment and Annual Report

Amber N. Baker, Deputy Town Manager and Finance Director

A. Baker presented the annual TIF update, noting that the taxable property value within the district has doubled since its inception, growing from roughly \$125 million to \$252 million. The report tracks TIF project progress, new employment, and financial increments required to maintain funding.

Motion made by B. Paret to authorize the Town Manager to sign the certification of increment and annual report, with a second by D. Barrows. Motion approved unanimously.

VII. Public Hearing on Vermont Community Development Program (VCDP) Funds

Liz Curry, CommonLand Solutions, LLC

L. Curry conducted a final public hearing regarding VCDP grant funds used for the mobile home co-op water and wastewater redevelopment project. She explained that municipalities act as the eligible applicants and sub-granters for these HUD-funded projects. There were no public comments.

VIII. Administration of Annual Recurring Operational Expenditures

Amber N. Baker, Deputy Town Manager and Finance Director

A. Baker requested authorization to streamline the processing of recurring budgeted expenses that exceed \$15,000, such as monthly insurance bills, to ensure compliance with the purchasing policy without requiring individual board resolutions for each occurrence.

Administration of Annual Recurring Operational Expenditures

WHEREAS, the Town of Milton maintains annual expenditures for insurance coverage, municipal association memberships, subscriptions, and related recurring operational expenses; and

WHEREAS, the Selectboard finds that insurance procurement and certain recurring dues are specialized services or operational necessities that may not reasonably lend themselves to formal competitive bidding each fiscal year; and

WHEREAS, the Town Purchasing Policy and Administrative Code permit flexibility in the procurement of professional or specialized services when determined to be in the best interest of the Town.

NOW, THEREFORE, BE IT RESOLVED that the Selectboard hereby determines:

1. Annual insurance renewals, participation in municipal risk pools, and recurring membership dues required for Town operations shall be considered exempt from formal competitive bidding requirements unless otherwise required by law or grant conditions;
2. Such expenditures shall remain subject to:
 - a. approved budget appropriations,
 - b. standard claims approval procedures,
 - c. applicable purchasing authorization limits, and
 - d. all conflict-of-interest and financial oversight provisions;
3. The Town Manager or designated financial officer is authorized to process and approve such recurring expenditures in accordance with adopted budgets and municipal policies; and
4. This Resolution is intended solely to clarify administration of the existing Purchasing Policy and shall not supersede any applicable state or federal procurement requirement.

Motion made by B. Paret to authorize the Town Manager or the designated financial officer to process and approve annual recurring operational expenditures as described in the resolution in accordance with the adopted budgets and municipal policies. This resolution is intended

solely to clarify administration of the existing purchasing policy and shall not supersede any applicable state or federal procurement requirements. Second by D. Adams. Motion approved unanimously.

IX. Authorization of FY26 Audit

Amber N. Baker, Deputy Town Manager and Finance Director

A. Baker presented the annual proposal from Sullivan Powers and Company PC for the FY26 audit, totaling \$31,300. This is the first year of a two-year contract extension.

Motion made by B. Paret to authorize the Town Manager or their designee to proceed with the FY2026 audit as described in the May 15, 2026 letter from Sullivan, Powers and Company PC, with a second by D. Adams. Motion approved unanimously.

X. Planning Commission Applicant Interviews

▪ **Available Terms**

- Remainder of one 4-year term to expire 6/30/2027
- Remainder of one 4-year term to expire 6/30/2028
- Remainder of one 4-year term to expire 6/30/2029
- One 4-year term to expire 6/30/2030

- **Applicants:** Benjamin Frye, Julie Rutz, Brenda Steady, Marty Steinhausen, Sean Tatro (reappointment), Chuck Wilton

The Selectboard interviewed six applicants for four available terms on the Planning Commission. Candidates discussed their familiarity with the Town Plan and zoning regulations, major planning issues facing Milton, and potential conflicts of interest. No appointments were made. A final vote is scheduled for June 15, 2026.

XI. Update from Town Manager and Board Members

Chris Taylor, Town Manager

C. Taylor provided the following updates:

- Approximately 300 people attended the Memorial Day services, which were organized by Rod Moore.
- New Police Officers Owen Bonnette and Nicolas Henry graduated from the Vermont Police Academy on May 29.
- A Cemetery Clean Up Day is scheduled for Saturday, June 6, at the West Milton Cemetery.
- The Town was approved for a Class 2 Paving Grant.
- Basketball courts will be closed for repaving starting June 4 and again after July 4 for painting.
- An opportunity to meet with Green Mountain Power on site regarding the Ice House project is planned for June 9.
- An entertainment permit was approved for the Milton High School cow plop fundraiser on June 7.

XII. Executive Session – Human Resources, per 1 VSA 313 (a)(3)

Motion made by D. Barrows to find that premature knowledge about Human Resources would cause the Town or person to suffer a substantial disadvantage. Second by B. Paret at 6:52 p.m. Motion approved unanimously.

Motion made by D. Barrows to enter into executive session at 6:58 p.m. to discuss Human Resources under the provisions of 1 VSA 313 (a)(3) of the Vermont Statutes; to include the following; Selectboard members: D. Adams, M. Morgan, D. Barrows, and B. Paret; Town

Manager, C. Taylor; Deputy Town Manager & Finance Director Amber Baker;. Second by B. Paret. Motion approved unanimously.

Motion made by D. Barrows to close executive session at 8:00 p.m., with a second by B. Paret. Motion approved unanimously.

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

XIII. Adjournment

Motion made by B. Paret to adjourn the meeting at 8:01 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/IgCPUhbQgcLITamf_v91YB-cAViJiWJbM9ulroTIHqMwxKg?e=lp1vGn

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

https://miltonvt.sharepoint.com/:v:/s/TownOfMiltonFilesFolders/IQBfKC8i8i_WSaly1PARA0NfAfHxAbL3OBGquuLiEOv3B3g?e=6qHqLp

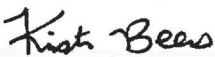
Minutes recorded and submitted by Brittany Tradup, Executive Assistant to the Town Manager

APPROVED
MINUTES:


Diane Barrows, Selectboard Clerk

6-15-26
Date

ATTEST:


Milton Town Clerk

6/16/26
Filed this day with the Milton
Town Clerk's Office.