

Selectboard Meeting Minutes

October 13, 2025

Present: Pat Harvey, Chad Richardson, and Mike Teetsel

Guests Present: Kristen LaPell, Julie Smith, Deb Matthews, Terry Severy, Nancy Woolley, Sarah Martire, Jamie, Vic Ribauda,

Guests Present on Teams: Orca, Martha Slater

Pat called the meeting to order at 5:00 p.m. and confirmed that the meeting was duly warned in accordance with the Open Meeting Law.

Prior Meeting Minutes: The minutes of September 29, 2025, meeting were reviewed and approved.

Utilities Update:

Terry Severy reported that all utilities are operating well.

Grant Updates: Kristen LaPell reported she is working on the Class 2 Highway Grant to submit for the Bethel Mountain Road work done this summer.

VHI Community Hub Updates:

Vic Ribauda reported that Pump Tech had scoped the former high school building's plumbing line and found them to be in good condition. Ploof's Boiler and Mechanical Service inspected the boiler system and determined it should remain functional for several more years, though they expressed concern about the temperature control and switch operations.

Selectboard Updates:

- **Grants:** Pat shared she has been working with Rita Seto from the Two Rivers-Ottawaquechee Regional Planning Commission (TRORC) on the Better Places Grant. Pat plans to move forward with this grant, in addition to two others, with all applications due by the end of October.
- **School Parking lot signs:** John Hubble, RSUD maintenance, requested guidance regarding the replacement of parking signs at the school. Pat confirmed that the town only holds an easement on the roundabout area and that the school may proceed as it sees fit.
- **New Truck Purchase:** The board is still awaiting a decision from John Champion regarding the preferred model before moving forward with financing.
- **Proposed Cell Tower:** No application has yet been filed with the Public Utility Commission (PUC) for the proposed cell tower south of town. Currently, The PUC website only lists two opinions—one from a private citizen in favor and another from the Planning Commission seeking clarification from the state. The filing deadline is November 29, 2025.
- **Correspondence:** Pat received a letter from Bruce Marshall and Jeanine Weir requesting removal of a town recording and additional clarification. The matter has been referred to the town attorney for response.

New Business:**Housing Committee/Two Rivers (Sarah Wraight) Proposal for Area Wide Plan Fully Funded by Brownfield Program:**

De Matthews, representing the Rochester Housing Committee, summarized recent discussion about statewide housing data and Rochester's unique needs. She noted that state housing projections appeared to be based on estimates rather than verified data, and the committee aims to better define housing types and locations suitable for Rochester.

She introduced Sarah Wraight from TRORC, who described the AREA-WIDE PLAN opportunity funding through the U.S. EPA Brownfield Program. The plan, valued at up to \$25,000 with no local match or application process required, helps communities identify and assess properties potentially affected by environmental contamination. The study would focus on parcels within the village area, reviewing historical uses and potential Brownfield risks. Only two other towns are currently participating, and Rochester may join without delay.

Adopt Facility Use Policy:

Chad Richardson presented a draft Facility Use Policy based on the BLCT boilerplate template. The policy would cover use of Riverside Park, the Community Hub, and the Town Office Conference Room and would allow alcohol service by a licensed caterer at Riverside Park and the Community Hub through a One-Time Facility Application process.

Nancy Woolley asked whether the policy must be posted for public review prior to adoption. The Board agreed to post the copy and verify the requirement with VLCT. Chad made a motion to approve the Facility Use Policy, seconded by Pat. All in favor. So, approved.

Adopt a One Time Facility Application:

Chad explained that the One-Time Facility Application was adopted from the VLCT's template to align with the Town's new policy. Chad made a motion to approve the One-Time Facility Application, seconded by Pat. All in favor. So, approved.

Approve a One Time Facility Application-Home Days:

An application was received for the Homecoming Event scheduled for November at the Community Hub. The applicant provided proof of insurance and state-approved catering documentation. The Board agreed to allow the event to proceed but with formally adopt the approval after the 30-day public review period for the new policy has concluded.

Meeting adjourned at 5:47 pm

Respectfully submitted,
Julie Smith